



**FY 2007-2008**  
**Adopted Annual Budget**

# **City of Rocky Mount**

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## **Mayor**

Frederick E. Turnage

## **Mayor Pro Tem**

Chris Miller

## **City Council**

Andre Knight

Reuben C. Blackwell, IV

L. Lamont Wiggins

Lois Watkins

David W. Combs

W. B. Bullock

## **City Manager**

Stephen W. Raper

## **Assistant City Managers**

Peter F. Varney

Charles Penny

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# Reader's Guide

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This document contains the City of Rocky Mount's Recommended Budget for Fiscal Year 2007-2008. This budget serves two purposes. First, it presents a clear picture of the services that the City provides and of the policy alternatives that are available. Second, it provides a financial and operating plan that conforms to the City's accounting system. This **Reader's Guide** has been added to make this document easier to read and understand.

## **Document Organization**

The City's annual budget book is divided into the following sections: Budget-in-Brief, Budget Overview, General Fund, Utility Funds, Capital Budget, Other Funds and Appendix.

The **Budget-in-Brief** includes the City Manager's Budget Message. This letter provides an overview of the budget and the recommendations contained therein. This letter provides an excellent summary of the budget and will assist the reader with an understanding of many of the key budget issues. This section, also, includes summaries of fund totals, comparisons of revenues and expenditures and a summary of the city personnel.

The **Budget Overview** includes information helpful to understanding the City of Rocky Mount's Budget Development process, organization chart, financial policies and strategies, fund structure and a review of Selected Revenues and Expenditures.

The remainder of the budget is organized by fund, an accounting term which simply means a balanced set of revenues and expenditures. For each fund, three years of financial information is included: actual figures from FY 2005-06, revised budget and projected figures from FY 2006-07 and the FY 2007-08 Proposed Budget.

The **General Fund** section covers the City basic services such as police, fire, recreation and public works, which are supported by property tax and other general purpose revenues. Each department is shown separately and each section includes a department overview with an organization chart, performance indicators, and summaries of expenditures and employees. Following each department summary is a division summary, which includes a division description, accomplishments, and new initiatives for the new year, a detailed budget and summary information including capital outlay.

The next section contains the City's **Enterprise Funds**. An enterprise fund is a fund established to account for operations that are financed and operated in a manner similar to private business enterprises. Expenditures in these funds are financed primarily through user fees. The Enterprise Fund section includes the Electric, Gas, Water, Sewer, and Stormwater Funds. These funds are organized similarly to the General Fund with department overviews and more detailed information at the division level. The Capital Budget for each utility is included in its respective department.

# Reader's Guide

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The **Other Funds** section includes the following smaller funds: Powell Bill, General Capital, Debt Service Fund, E-911 Fund and Canteen Fund.

The **Appendix** contains supplemental information including statistical information about the City, glossary and the Budget Ordinance. The Ordinance constitutes the legal limit of spending for the various funds of the City.

The city invites comment from the reader on aspects of this budget document that warrant improvement and continued refinement. Inquiries, comments, or requests should be directed to:

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# Community Profile

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## History

The settlement of Rocky Mount and its surrounding area began near a Tar River waterfall in what is now the northeastern part of the city. Today those same falls, along with the rocky mound near the fall that gave the city its name, still provide a scenic beauty and historical flavor that attracts visitors from all over the state year after year.

Before the colonists arrived, the rocky mound was a popular hunting ground for the Tuscorora Indians who called the region home as well as other Native Americans who visited from all parts of an area spanning Pennsylvania to Florida. Europeans settled the region quickly between 1734 and 1777, but the first official reference to the name “Rocky Mount” did not appear until 1816 with the establishment of the Post Office near the falls.



*View of Rocky Mount Mills from the Tar River*

Two years later the state's second cotton mill was constructed drawing its power from the falls and sparking even more growth in the area. This establishment of Rocky Mount Mills was instrumental in enticing the railroad through the village. In March 1840 the trains began to roll through the still present downtown depot. The population reached 300 by 1867 leading to the village's incorporation into a town in February of that year. Then on February 28, 1907, as a result of strong growth in the Rocky Mount tobacco market since the late 1800's, the population topped 7,500 and the town was incorporated into a city. The City enjoyed constant growth over the next twenty years. Then came the challenge of recovering from the Great Depression that made its mark locally in the early thirties. With patient investment in city infrastructure including a new water plant, two new schools, an airport, a city park, and the aggressive pursuit and attainment of a private four year college over the next two decades, Rocky Mount poised itself for economic recovery. The loss of the railroad in 1950 seemed a devastating blow, but the City's economy began to diversify. The original economic catalysts of cotton mills, railroads, and agriculture turned to larger scale textiles and a varied array of manufacturing establishments that would bring back days of expansion not seen since the early 1900's and take the City into the present.

# Community Profile

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## **Economy**

Rocky Mount's commercial activity historically centered on the textile and agricultural industries. These established industries continue to contribute to the City's economy while solid growth has taken over in newer technologically advanced commercial areas. Hardee's Food Systems began in Rocky Mount in 1962. Abbot Laboratories (Hospira) and Black and Decker Manufacturing Company opened plants in 1968 and 1970 respectively. AlliedSignal Aerospace Company (Honeywell International, Inc.), Consolidated Diesel Company, and Sara Lee Bakery Company all opened up shop in the 1980's. With a decline in manufacturing jobs in the US, these companies have undergone changes; however, they continue to solidify the Rocky Mount economy while the City constantly keeps economic development and diversification as the highest of priorities.

A growing population, quality educational and training institutions, and an excellent location for commerce all stimulate the diverse economic activity of Rocky Mount. The City presently occupies approximately 37 square miles, straddling the border between Nash and Edgecombe counties, and has a population just over 56,000 making it the fifteenth largest city in North Carolina. Between the 1980 census and the 1990 census Rocky Mount had an 18.7 percent increase in population. Nash and Edgecombe Community Colleges have met the educational needs of the population for the last 25 years by offering courses and providing training in many fields that produce a skilled workforce. North Carolina Wesleyan College, a private liberal arts institution, was founded in 1956 and continues to offer courses and programs to non-traditional students in the area through an Adult Degree Program while also educating its 1600 full-time students from all over the Nation. The location of Rocky Mount provides area companies and firms convenient access to major highways and primary modes of transportation. Situated where Interstate-95, the main north/south thoroughfare on the East Coast, meets U.S.64, Rocky Mount is in the heart of the Eastern Seaboard. Located halfway between New York and Florida, Rocky Mount is also within close driving distance of the Research Triangle Park and the capital cities of North Carolina and Virginia. Easy access to U.S. 264, U.S. 301, and Interstates 40 and 85 put Rocky Mount in very close proximity to an excellent overland transportation system. The Rocky Mount - Wilson airport services the area locally with the Raleigh - Durham International Airport 80 miles west. CSX Transportation, Norfolk-Southern Railroad, and Amtrak all provide rail transportation through Rocky Mount. Three major ports including Wilmington, Morehead City, and Hampton Roads, VA are also in close proximity.

# Community Profile

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*Rocky Mount City Hall*

## **City Government**

The Council-Manager form of government has been in place in Rocky Mount since 1927. The Council is the legislative body of City government and includes a Mayor who serves as presiding officer and seven Council members that represent seven wards. The Mayor is the only representative elected by the citizens at-large while each Council member is elected from his or her respective ward. The Mayor and all Council members serve four year terms.

The City of Rocky Mount offers a full range of services. Rocky Mount has been a public power community since 1902. It also owns and maintains its own gas distribution system and water and sewer system. Because Rocky Mount is a public power community, it allows citizens to enjoy an ad valorem tax rate that is one of the lowest in the state for cities with populations of greater than 35,000.

# Community Profile

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Date incorporated as a town	1867
Date incorporated as a city	1907
Form of government	Council-Manager
Miles of street	268
Number of street lights	6,957
Population	56,290
<b>Fire protection:</b>	
Number of stations	7
<b>Police protection:</b>	
Number of stations	1
Number of patrol units	58
<b>Recreation and culture:</b>	
Number of parks	41
Total park acreage	499
Number of swimming pools	2
Number of tennis courts	37
Number of recreation centers	2
<b>City electric:</b>	
Miles of distribution line	687
<b>City gas:</b>	
Miles of distribution line	474
<b>City water:</b>	
Miles of water mains	360
Maximum daily capacity	26 million gallons
Average daily consumption	11.3 million gallons
Peak daily consumption	16.4 million gallons
Storage capacity	11 million gallons
<b>City sewer:</b>	
Maximum treatment capacity	21 million gallons
Average daily treatment	10.2 million gallons

# Community Profile

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**City stormwater:**

Miles of system maintained

**Public transportation:**

Annual passenger trips	308,953
Number of revenue routes	9
Number of revenue buses	9
Annual paratransit trips	87,444
Annual rural service trips	5,460

**Employees (full time equivalent):**

General government	641
Enterprises	199

**Non-city services:**

Number of hospitals	4
Number of hospital beds	969
Number of 2-year colleges	2
Number of 4-year colleges	2

*Statistics as of close of 2005-2006 fiscal year.*

Source: *Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2006* . City of Rocky Mount, NC.

# Community Profile

## Community Demographics

Year	Area (Square Miles) (1)	Population (1)	Unemployment Rate (2)	Per Capital Income (3)
2006	37.40	56,290	6.7%	\$ 27,724
2005	37.40	56,309	7.5%	27,116
2004	37.37	56,136	8.5%	26,464
2003	36.82	56,209	9.5%	25,245
2002	36.82	55,998	10.4%	24,628
2001	36.75	56,014	8.1%	24,644
2000	36.36	58,006	6.1%	23,921
1999	35.98	58,970	6.8%	21,604
1998	35.63	57,630	8.0%	22,739
1997	35.60	57,150	8.4%	21,993

(1) Department of Planning and Community Development, City of Rocky Mount

(2) North Carolina Employment Security Commission

(3) Bureau of Economic Analysis, U.S. Department of Commerce

## Population Breakdown, 2005

Gender	% of Population	Age Range	% of Population
Male	47.49%	0 to 9 Years	13.8%
Femal	52.51%	10 to 19 Years	14.6%
		20 to 29 Years	12.6%
		30 to 39 Years	12.9%
		40 to 49 Years	15.1%
		50 to 59 Years	13.4%
		60 to 74 Years	11.6%
		75+ Years	6.0%

Source: Rocky Mount Chamber of Commerce

## Educational Attainment, 2005

Level	% of Population
No High School Diploma	25.42%
High School Graduate	49.57%
College Graduate	25.01%

Source: Rocky Mount Chamber of Commerce



# Community Profile

## Property Value

Year	Real Property (1)	Commercial Property (1)	Personal Property (1)	Public Service Property (1, 2)	Total Value
2006	\$1,363,571,584	\$ 908,534,237	\$ 717,691,001	\$ 78,283,156	\$3,068,079,978
2005	1,339,815,883	891,294,081	747,065,075	85,439,570	3,063,614,609
2004	1,308,480,526	880,361,124	666,871,471	79,876,724	2,935,589,845
2003	1,294,085,777	868,408,686	723,113,694	82,782,644	2,968,390,801
2002 (3)	1,306,806,462	807,232,011	780,688,838	104,441,943	2,999,169,254
2001	1,075,467,006	660,160,168	707,032,050	80,127,554	2,522,786,778
2000	1,071,394,029	656,111,178	738,344,358	86,968,261	2,552,817,826
1999	1,051,316,899	641,779,947	730,553,320	85,749,182	2,509,399,348
1998	1,026,430,441	623,880,112	678,661,745	84,351,365	2,413,323,663
1997	1,001,278,104	604,692,427	646,855,594	101,729,464	2,354,555,589

Source: Finance Department, City of Rocky Mount

(1) Combined valuations for property within city limits in Nash and Edgecombe Counties

(2) Information provided by North Carolina Department of Revenue

(3) Revaluation year

## Property Tax Rates

Fiscal Year	City of Rocky Mount (1)	Overlapping Rates		Total Tax Rate	
		Nash County	Edgecombe County (2)	Nash County	Edgecombe County
2007	0.55	0.66	0.93	1.21	1.48
2006	0.50	0.66	0.93	1.16	1.43
2005	0.50	0.66	0.93	1.16	1.43
2004	0.50	0.66	0.91	1.16	1.41
2003	0.48	0.66	0.91	1.14	1.39
2002	0.44	0.66	0.87	1.10	1.31
2001	0.46	0.66	0.87	1.12	1.33
2000	0.46	0.66	0.91	1.12	1.37
1999	0.46	0.66	0.91	1.12	1.37
1998	0.46	0.66	0.91	1.12	1.37
1997	0.46	0.61	0.91	1.07	1.37

Source: Finance Department, City of Rocky Mount

(1) Does not include Municipal Service District (Downtown) Rate of \$0.20 in addition to base rate

(2) Includes \$0.03 School Millage in Fiscal Year 1997

# Community Profile

## Principal Property Tax Payers, 2006

Taxpayer	Type of Business	Taxable Assessed Value	% of Total City Taxable Assessed Value
Hospira, Inc.	Pharmaceuticals	\$ 114,360,106	3.73%
Congentrix	Electrical Energy Producer	54,181,299	1.77%
Carolina Telephone Company	Communications	45,511,983	1.48%
Centura Bank, Inc.	Banking	42,518,597	1.39%
C F N, Inc.	Retail Shopping Center	23,152,659	0.75%
Kaba Ilco Corp.	Key & Security Systems	21,365,243	0.70%
Honeywell International, Inc.	Aircraft	18,907,901	0.62%
Cobb Corners L.P.	Retail Shopping Center	17,320,050	0.56%
Carolina Power & Light	Electrical Energy Provider	12,429,308	0.41%
American Fibers & Yarns Co.	Textiles	11,987,766	0.39%
Total		<u>\$ 361,734,912</u>	<u>11.80%</u>

Source: Finance Department, City of Rocky Mount

# GFOA Budget Presentation Award

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

## *Distinguished Budget Presentation Award*

PRESENTED TO

**City of Rocky Mount  
North Carolina**

For the Fiscal Year Beginning

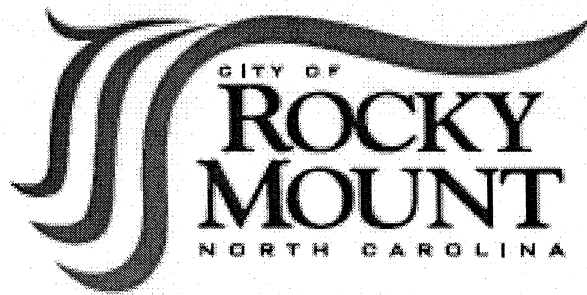
**July 1, 2006**

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Rocky Mount, North Carolina, for its annual budget for the fiscal year beginning July 1, 2006. In order to receive this award, a governmental unit must publish a budget documents that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications guide.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.





May 14, 2007

Honorable Frederick E. Turnage, Mayor  
Members of the City Council  
City of Rocky Mount  
Rocky Mount, North Carolina

Dear Ladies and Gentlemen:

I am pleased to present and recommend this FY 2007-2008 Operating and Capital Budget for the City of Rocky Mount. In accordance with North Carolina General Statutes, this recommended budget is balanced with respect to revenues and expenditures. Overall the FY 2007-2008 Recommended Budget totals \$196,757,455. This represents a 4.9% decrease from the FY 2006-2007 Revised Budget of \$206,887,496. Most of this decrease is attributable to decreases in capital projects in the utility funds.

General Fund	\$49,765,270
General Capital Fund	\$1,925,000
Powell Bill Fund	\$2,131,000
E-911 Fund	\$390,000
Debt Service Fund	\$2,631,365
Electric Fund	\$83,321,265
Gas Fund	\$29,924,968
Water Fund	\$10,436,331
Sewer Fund	\$12,791,236
Stormwater Fund	\$3,441,000
<b>Total</b>	<b>\$196,757,455</b>

### **Where are we today?**

We are pleased to report that our effective management of fiscal resources has enabled us to function within the boundaries established during the development of the FY 2006-2007 Budget. Numerous issues, including City Council initiatives, the operation of new facilities, and an uncertain economic outlook, necessitated a small property tax increase in order to balance that budget and maintain a high quality of service. During the development process, additional

community needs were recognized and included as initiatives of the City Council. Upon adoption, City staff knew it would be their responsibility to make sure that the policy objectives incorporated into the budget were met, while ensuring improvement to the City's fiscal health.

Throughout the year, I asked departments to closely monitor their expenditures and carefully manage the capital projects as they progressed. At the same time, we tracked revenues to determine if adjustment to operations were necessary due to potential shortfalls. Fortunately, revenues have performed overall at the anticipated levels. At the same time, reductions in expenses due to ongoing cost saving measures have enabled us to project a strong financial conclusion to FY 2006-2007.

In response to this year's occurrences, our attitude for the future is cautious optimism. While we anticipate continued growth in revenues, we are aware of the potential for economic downturn due to a variety of factors, including the cost of energy and raw materials and fluctuation in the housing market due to interest rates and mortgage availability. These difficulties not only place pressure on the overall economy, but they also directly impact our operational costs in significant ways that can outpace our anticipated revenue growth. At the same time, we maintain our commitment to fully fund our pay-for-performance program for employee wages, and we recognize the need to evaluate employee pay to determine if additional improvements are necessary. These factors, along with the understanding of our obligations to be responsible and conservative with the resources provided by the residents of Rocky Mount, require us to prepare a budget that prevents unnecessary growth while ensuring the necessary provision of essential services and responding to needs and opportunities identified by our community and its leaders.

### **Challenges Next Year**

For the past several years, balancing the budget has been challenging as a result of slow growth in revenues and increasing costs. The FY 2007-2008 budget experienced the same challenges as prior years and each year the challenge increases as available revenues fail to grow at the same pace as rising costs. We anticipate modest growth in revenues for next year, but we are also faced with continuing cost increases for fuel, energy, contractual services and fringe benefits for our employees, and operating costs for new facilities.

While improving economic activity is evident, the City continues to deal with variable local manufacturing operations. Additional development is essential to maintaining the financial standing of our utility operations, and we must be careful to recognize and prepare for potential industry reductions while we respond to opportunities for growth created by new business. Growth experienced this year in some utilities leads us to an encouraging outlook for the new year. On the other hand, stagnation in usage, compounded with significant increases in operating costs due to rampant inflation in raw materials, requires us to recommend a rate increase for water services.

The State of North Carolina continues to recover economically, improving our estimates for State-collected revenues. Among these are sales tax, property tax, interest income, and permit fees. Performance during this current fiscal year, and projections for the future, are encouraging. We will continue to monitor legislative developments closely, and will work in concert with other North Carolina municipalities through the League of Municipalities to ensure the stability of our future revenues from the State.

This current fiscal year was the first full year of operation for the Imperial Centre for the Arts, a major initiative in Rocky Mount that represents a substantial investment of time and resources. During the year, we have learned more with regard to necessities for operations and expectations for attendance in revenue. Actual revenues are below the levels budgeted for in FY 2006-2007. This required us to lower estimates for the future and request corresponding reductions in expenses. During the coming year, we will continue to evaluate operations of this important facility and determine additional measures that will allow us to effectively utilize the Centre in a financially prudent manner.

Two additional facilities that became fully operational this year were the Senior Center and the Sports Complex. Community response to both initiatives has been extremely strong and encouraging. Revenues and expenses in these areas have been carefully evaluated, and we anticipate continued growth.

### **Community Priorities**

During development of this budget, we evaluated the state of the community and determined the issues and services of most importance for the coming year. First, we continue to take aggressive action to improve and maintain public safety. The Police Department implemented a reorganization in March designed to increase patrol presence and curb growth in crime experienced this winter. Additional measures will be implemented next year to grow patrol forces from within existing staff, but it is also necessary to increase the force overall. This budget proposes the addition of six patrol officers, who will start as cadets in academy on January 1, 2008. Four of these positions were unfrozen, resulting in a net increase of 2 authorized positions for the department.

With respect to the Fire Department, we experienced difficulties in maintaining staffing levels this year. Over the past several months, successful recruiting efforts have enabled us to secure an applicant pool that will enable filling of numerous current and anticipated vacancies. We will start another academy for Fire Cadets around July 1, 2007, and while authorized staffing remains at current levels, funds have been budgeted to provide some overlap in positions due to anticipated retirements in the coming year.

The FY 2006-2007 budget included funding for specific initiatives brought forth by the City Council. These included researching and addressing affordable housing, funding commercial demolition, providing diversity training, funding repairs to Booker T. Washington High School, and cleanup of Unity and Lancaster Cemeteries. Staff has worked on these and other initiatives throughout the year, and we anticipate completion before June 30<sup>th</sup>.

During a recent retreat, we asked the Council to indicate their initiatives for the coming year. The items stated and agreed to at that time include redevelopment of the Happy Hill neighborhood and targeted demolitions of the old Planters Oil Mill facility and dilapidated residential structures in south Rocky Mount. Funding is also provided for the hiring of a Neighborhood Coordinator to oversee implementation of recommendations made in the recent housing marketing study and other important community affairs.

Another priority of the City in the coming year is preparing for proposed annexation. As part of examining the feasibility of these actions, staff recognized service expansions that would have to occur at or before the effective date of the first phase annexations, which is July 1, 2008. Funds are provided in this year's budget for these services, including the hiring of new employees in environmental services and community code, effective June 1, 2008. To offset these costs, we recommend an additional \$100,000 appropriation from fund balance. These expenditures will be paid for in future years from revenues generated in the annexed areas.

### **Fiscal Challenges**

Despite increases in costs for materials and labor, conservative management of expenditures and strong revenue collections enable us to improve community services without an increase in property taxes for the coming year. A current challenge in the budget process is determining appropriate funding levels in anticipation of potential revenues. To improve our practices and provide better information to staff, the Council, and residents, we will be implementing a five-year revenue and expenditure forecast this coming fall. With this information, we will have better information on the financial capabilities of the City and the future costs of current and growing services.

This budget recommends no rate increase for the electric, gas, sewer, or stormwater utilities. However, we are proposing a 2.5% increase in water rates. The increase is necessitated by dramatic increases in chemical costs for water treatment, which more than doubled in the current year. This increase is attributable to changing quality compliance regulations, the necessity of using a greater amount of treatment chemicals, and significant volatility in purchase prices. This increased cost is not completely covered by the rate increase, and it so necessitates an appropriation from fund balance. We will review our practices in the coming months to determine how we can reduce this expenditure to avoid a future corresponding rate increase.

Our solid waste collection and disposal program continues to operate successfully, though increased costs are limiting our ability to recover expenditures with current fees. This year, we only recommend increases to the transfer station disposal fee and to the collection of commercial waste. Fees for the transfer station are based on annual inflation and increases in disposal fees enacted by our landfill provider. The 5.3% increase in the commercial disposal fee provides for better recovery of costs, though they are still not 100% at the new rate. Overall, we anticipate recovering approximately 55% of residential disposal costs and 74% of commercial disposal costs in FY 2007-2008.



Even in the midst of promising collections, we must be mindful of the potential for downturn. Therefore, we will keep anticipated revenue growth at a conservative level and carefully monitor revenues and expenditures to reduce potential for shortfall.

### **FY 2007-2008 Recommended Budget**

While balancing the FY 2007-2008 Recommended Budget was challenging, improved conditions mentioned earlier made the process more palatable. In order to balance the budget, I was required to make a \$1 million cut in operational expenditures, to continue to hold and expand vacant positions, and to delay or reduce in scale some capital projects, particularly those financed by general tax revenues. The improvement of City Lake is the only project listed in the Capital Improvement Program that has been omitted from the recommended budget due to a lack of resources.

### **Overall Revenues**

For the FY 2007-2008 Recommended Budget, we expect the State shared revenues to continue to show little growth. Powell Bill revenue is expected to grow by 5%, utility franchise fees are expected to grow by 3%, beer and wine tax revenue is expected to grow by 2.5%, and the telecommunications tax revenue is expected to increase by 6%. No growth is expected for cable franchise fees. Sales tax revenue continues to do well and next year a 3.5% increase is expected.

Each year the General Fund subsidizes the solid waste program. No increase in fees for residential collection is recommended. I have included an increase in the commercial solid waste fee from \$4.75 to \$5.00 per cubic yard. This increase generates revenue to recover 74% of the commercial program cost.

Each year as part of the budget process, we evaluate the rates at the transfer station. We expect our service provider to increase the rates for transportation and disposal by 2.6% and we recommend passing on the increase to our large customers. We believe we have reached the upper end of our potential market and we do not anticipate growth from increased volume next year. We have recommended a rate increase of 2.5% in addition to the 2.6% expected increase from our service provider for a total of 5.1%. The increase is to cover increases in costs to operate the facility. The recommended rate structure remains competitive and will continue to provide a tier pricing structure that provides declining rates for increasing volumes.

The recommended budget does not include an increase in the ad valorem tax rate. At the current rate, we anticipate that normal growth is sufficient to cover the additional operational costs. The last property revaluation occurred six years ago in 2001 and the next revaluation will occur in 2009. The City's tax rate continues to be one of the lowest in the state.

In Public Utilities, demand for both gas and electrical energy, as always, moves with the weather. Wholesale gas prices decreased, which allowed us to lower the price to the customer and experience growth in sales due to increased commercial usage. The proposed budget does not contain either a gas or electric rate increase. As in past years, in the event our electric

supplier adjusts its rates to the City, I would recommend continuing our practice of increasing or decreasing rates accordingly. The City purchases gas on the market monthly. We will adjust our purchase gas adjustment, which is the cost-based portion of our rate, up or down in accordance with our cost of natural gas.

As you may recall, we increased sewer rates last year to fund several capital projects. While we anticipate significant future capital costs due to expansions necessitated by development and annexation, the majority of those are not incurred in the coming year and do not require a corresponding rate increase in FY 2007-2008. However, water rates must be modestly increased to cover some of the substantial increases experienced in chemical costs. Overall, expenses in the water fund are expected to be 11.1% below FY 2006-2007 and expenses in the sewer fund are expected to be 19.4% below FY 2006-2007. This is the result of significant capital expenditures in the current year, which are paid for primarily with debt proceeds.

The Stormwater Utility is operating well and no rate increase is requested. The fund is currently generating the funds necessary to cover operating cost and fund capital necessary for Stormwater system improvements.

### **Personnel**

Annually, we anticipate increases in employee benefit costs, most notably in health insurance. This year, however, I am pleased to inform you that no increase will be necessary in health or life insurance premiums. Our employees have taken to heart our efforts to encourage “smart” utilization of their medical coverage, and as a result, our claims are decreasing. Based on the best information available, our current plan provider is the best value. A team of employees is continuing to look into health improvement options and hope to report their results in the near future. We will also continue to evaluate health insurance benefits offered to our employees and retirees in order to continue to provide a plan that is affordable to our employees and the City.

We are holding 28 vacant positions: 18 in the General Fund, two in Public Utilities, five in Water Resources, and three in Stormwater. Many of these positions have been held vacant since the spring of 2001 when the State first withheld funds from the city. I have released four Police Cadet positions as part of the six patrol positions added to this year’s budget. In addition, we are releasing an Electric Line Worker for Public Utilities to help with their growing workload. All but two of the new position holds are temporary, and we anticipate filling them during the course of the year in a fiscally responsible manner.

This recommended budget provides for the addition of 12 new positions. Among the new positions are two Police Cadets and a Neighborhood Coordinator for Human Relations. The budget also requests moving the current part-time Historic Preservation Planner position to full-time, starting January 1, 2008. In addition, one Lab Technician has been added to Water Resources in response to increased compliance requirements for water treatment. Seven additional positions are in response to service needs associated with annexation: five sanitation workers, one community code inspector, and one administrative clerk. These positions will take effect June 1, 2008.

I have included funds for pay for performance increases for employees. I continue to believe that this program demonstrates that our employees are our most valuable assets. This program is essential to retaining employees and encouraging their improved performance.

Finally, I am recommending the funding of a comprehensive compensation study. It has been several years since our last study of employee pay in comparison to other jurisdictions, and I believe that now is the appropriate time to evaluate our position in this area. It is essential that we maintain competitive salaries to attract and retain quality employees in order to maintain and improve services.

### **Capital**

During the process of developing this year's Capital Improvement Program, we identified priorities for capital projects and kept our focus on funding those specific initiatives. This allowed us to proceed through the Operating Budget process without making significant reductions in funding already presented to the Council in March. While some reductions are necessary, the Capital Budget for FY 2007-2008 is very similar to what has already been presented.

A priority in capital expenditures is to provide funding to adequately complete and equip projects that are already underway or committed to. Included in this priority are projects in all of the utility funds that accomplish needed multi-year upgrades and repairs, a continued commitment to timely Police vehicle replacement, and funds to continue downtown revitalization, including the Douglas Block.

There are also some projects that require immediate action to prevent a major disruption in City services. These include rebuilding the cooling tower at the Train Station and Electric Substation #2.

### **General Fund/General Capital Fund**

The following are some programs and services funded through this budget. For the most part, budget requests supporting existing programs and services were funded. As is always the case, there are more needs than current resources can support, especially in the General Fund. In some instances, small increases were included when necessary and needed. We carefully reviewed capital requests and limited funding of these items.

As you review the budget, you will note some increases in operating costs. The cost increases the City must cope with are similar to items that every business and household experiences, but frequently the City's costs are a larger portion of its total budget, reflecting the nature of local government operations. These areas include communications, utilities, gasoline/diesel fuel, and chemicals.

Funds are included for the replacement of ten patrol cars in the Police Department, as the well as the purchase of additional cars to accommodate added officers. This expenditure is part of a

capital project included in the CIP. This is the fifth year of a process of patrol vehicle replacement, made necessary because of the continuous high mileage accumulated on patrol vehicles. The Police Department must have a dependable fleet of patrol vehicles to maintain a consistent presence in neighborhoods and to respond to emergencies.

This year, we are providing a small amount of funding to investigate the feasibility of converting a City-owned building currently used by the Council of Governments into a public safety training facility. The COG is relocating to Wilson this fall, providing us an opportunity to take existing property and utilize it for an important purpose. Currently, police and fire are using makeshift facilities to provide necessary training, especially to conduct their academies. A new facility will also allow us to permanently replace the John Sykes Training Facility, which was made virtually unusable due to the 1999 flood and resulting mitigation of the location.

A major item in the Public Works budget is the replacement of the work floor at the Solid Waste Transfer Station. The concrete floor was designed to gradually wear away, but the original floor did not last as long as projected, and must be replaced this year with a new floor, which is engineered to have a longer life than the original. This item was budgeted for FY 2006-2007; however, it was delayed due to scheduling conflicts. The City will obtain installment financing to fund this project.

Several projects proposed in the CIP are scheduled for funding in the coming year, but are not included in this proposed operating budget. These projects are multi-year in scope and depend heavily on funding sources outside the City. Therefore, they will be funded, but submitted to the Council as project ordinances for adoption at the same time as the budget. They include redevelopment of the Douglas Block, Booker T. Washington High School, and the Happy Hill neighborhood, as well as the construction of Battleboro Park and the Rocky Mount Veterans' Memorial.

### **Powell Bill Fund**

This Recommended Budget provides for Powell Bill projects totaling \$2,311,000. In the upcoming year, we expect to receive \$1,802,000 in Powell Bill revenue, a 0.5% increase in this revenue for streets and roads projects. We have budgeted \$750,000 for street resurfacing. The budget also provides continuing funding for new construction and repair of sidewalks.

We will continue to make contributions from Powell Bill to both the General Fund and the Stormwater Fund to cover Powell Bill eligible activities such as crack sealing and asphalt patching in the General Fund and ditch maintenance and street sweeping in the Stormwater Fund. These contributions have been reduced, however, to make more funding available for capital projects.

### **Electric Fund**

Funds available in the Electric Fund are directly related to the relationship between sales and purchases. The largest revenue and expenditure in the city budget is for the sale and purchase of power. Utility sales and the associated purchases are expected to reduce less than 1% over

the coming year. The Recommended Budget does not include an electric rate increase.

The Electric Budget includes the normal electric operating expenses such as supplies, equipment maintenance and repair and fuel. The cost of these items is increasing. To balance this budget without a rate increase, reductions were made in both capital and ongoing operations costs.

The Capital Budget has been reduced by \$135,000 from what was recommended in the Capital Improvement Program. Among other projects, this recommended budget includes funds for distribution system improvements (\$150,000), utility GIS and dispatching system improvements (\$65,000), transmission pole replacement (\$125,000), and funds for continuation of the automated meter-reading project (\$150,000), an effort that will be undertaken by all the utility funds.

### **Gas Fund**

The Recommended Budget does not include a gas rate increase. In the event the City's gas supplier adjusts its rates, I will recommend we continue the City's practice of adjusting rates accordingly.

Reductions this year in wholesale prices has helped reduce expenditures while growing sales to commercial customers. As a result, we reduced our dependence on Gas Fund working capital reserves to just under \$200,000, allowing us to continue necessary projects without increasing rates.

The capital projects in the Gas Fund include the cost of new lines (\$300,000), providing new service connections (\$150,000), continuing the cast iron main replacement program (\$250,000), and funds for the automated meter reading project (\$100,000).

### **Water Fund**

While the Water Fund will come close to its projected revenue for FY 2006-07, treatment costs have escalated significantly. Cost reductions in other areas and use of fund balance will cover these costs in the current year, but it is necessary to grow revenue in order to meet necessary expenses in FY 2007-2008. Therefore, I recommend a 2.5% rate increase for water services. During the coming year, we will work on finding ways to reduce the increases in chemical costs, which were more than double the amount budgeted for FY 2006-2007.

Capital projects in the water fund have been limited to those necessary as we begin to repay the debt service associated with the financed improvements. These include hydrilla management (\$50,000), treatment facility improvements (\$130,000), additional system improvements, repairs, and line extensions (\$262,000), and automated meter reading (\$190,000).

## **Sewer Fund**

While this operation continues to face increasing costs of doing business, coupled with the increased debt burden resulting from system improvements and repairs, revenues are strong enough not to necessitate a rate increase. This is primarily due to the 5% rate increase adopted last year, which has fulfilled its intent of providing a better financial foundation for this operation.

The Sewer Fund budget includes the normal expenses for operating and maintaining the sewer systems and plant. This year funds the first round of several significant extension projects associated with responding to development and annexation. These particular projects will be funded with debt, which will place additional pressure on the fund in the future, though revenue may offset to some degree growth due to an increase in customers. Capital projects will include extending mains (\$1,573,000), continuing the rehabilitation of existing mains and manholes (\$225,000), and expansion and improvements to pump stations (\$103,000).

## **Final Thoughts**

While the budgets for the last few years have been difficult, this year has provided some degree of welcomed relief. We continue to see some improvements in our major revenues, though they are matched by increased capital and operational funding demands. However, we recognize the necessity to change and expand service in some areas, especially with respect to public safety and annexation. We should also continue to recognize and respond efficiently to community needs in other areas, such as economic redevelopment and affordable housing. The FY 2007-2008 Recommended Budget is designed to accomplish these objectives.

## **Conclusion**

I am pleased to present this budget, which I believe to be in keeping with City Council's immediate goals and objectives. I anticipate in this coming year we will continue to see slow but steady improvement in the City's business activity and residential development. While we do not have the flexibility we once enjoyed, I believe this budget positions the City where it needs to be for the coming year, and I recommend it for your approval.

Thank you for your consideration of this budget. I look forward to reviewing and discussing it with you.

Sincerely,



Stephen W. Raper  
City Manager

# Proposed-to-Adopted Comparison

## Changes to City Manager Proposed FY 2007-2008 Annual Operating Budget

	Amount	Funding Source
<b>General Fund</b>		
City Manager Proposed	49,765,270	
Community Reinvestment	500,000	Interfund Transfers
Six Police Cadets (Effective 1/1/2008)	100,000	Sales Tax
Promotion of Five Police Corporals to Sergeant	27,000	Savings
Correct Fleet Maintenance Salaries & Benefits	(106,866)	
Increased Unleaded Fuel Cost	19,866	Savings
Local Match for CDBG Grants	60,000	
<b>City Council Adopted</b>	<b>50,365,270</b>	
<b>Powell Bill Fund</b>		
City Manager Proposed	2,131,000	
No Changes	-	
<b>City Council Adopted</b>	<b>2,131,000</b>	
<b>Emergency Telephone Phone</b>		
City Manager Proposed	390,000	
No Changes	-	
<b>City Council Adopted</b>	<b>390,000</b>	
<b>Debt Service Fund</b>		
City Manager Proposed	2,631,285	
No Changes	-	
<b>City Council Adopted</b>	<b>2,631,285</b>	
<b>General Capital Projects Fund</b>		
City Manager Proposed	1,925,000	
Correction (Duplicate Project)	(100,000)	
<b>City Council Adopted</b>	<b>1,825,000</b>	
<b>Electric Fund</b>		
City Manager Proposed	83,321,365	
Correct Economic Development	(89,799)	
Electric Lineman Apprentice	35,000	Savings
Working Capital	54,799	Savings
<b>City Council Adopted</b>	<b>83,321,365</b>	
<b>Gas Fund</b>		
City Manager Proposed	29,924,968	
Community Reinvestment Transfer	125,000	Fund Balance
<b>City Council Adopted</b>	<b>30,049,968</b>	

# Proposed-to-Adopted Comparison

## Changes to City Manager Proposed FY 2007-2008 Annual Operating Budget

	<u>Amount</u>	<u>Funding Source</u>
<b>Water Fund</b>		
City Manager Proposed	10,436,331	
Community Reinvestment Transfer	125,000	Savings, Fund Balance
Correct Wages & Benefits	(108,600)	
Correct Lab Services	3,400	Savings
Correct Administrative Charges	(2,400)	
<b>City Council Adopted</b>	<u><b>10,453,731</b></u>	
<b>Sewer Fund</b>		
City Manager Proposed	12,791,236	
Correct Administrative Charges	2,400	Miscellaneous Income
<b>City Council Adopted</b>	<u><b>12,793,636</b></u>	
<b>Stormwater Management Fund</b>		
City Manager Proposed	3,441,000	
No Changes	-	
<b>City Council Adopted</b>	<u><b>3,441,000</b></u>	
<b>Total Adopted Budget</b>	<u><u><b>197,402,255</b></u></u>	



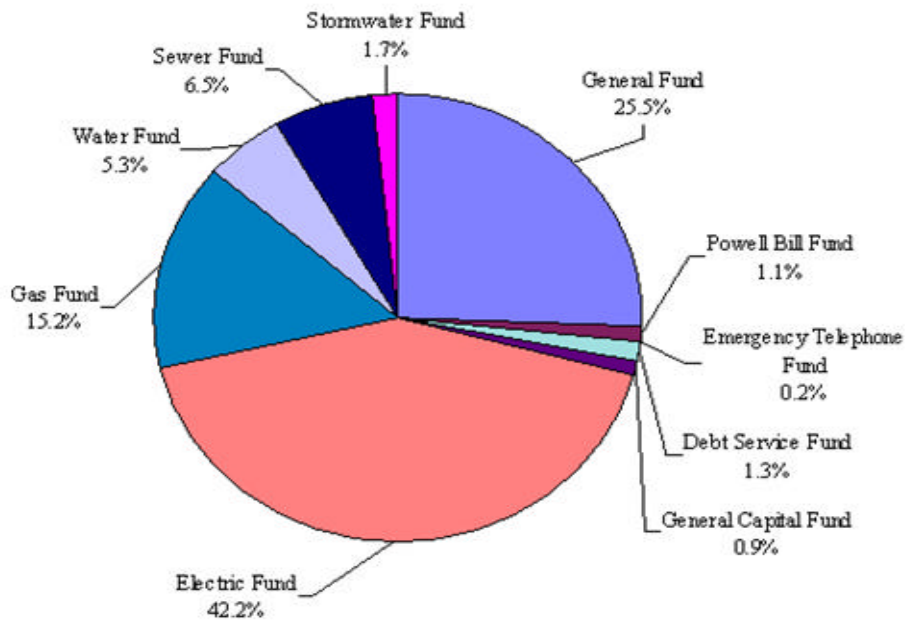
# Budget In Brief

## Fund Summary

The City of Rocky Mount's Total Operating Budget for FY 2007-08 is \$197,402,255. This represents a 4.7% decrease over the Revised FY 2006-07 Budget.

	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
General Fund	\$ 42,224,913	\$ 48,736,951	\$ 44,921,282	\$ 50,365,270
Powell Bill Fund	\$ 2,044,411	\$ 4,062,320	\$ 3,462,320	\$ 2,131,000
Emergency Telephone Fund	\$ 203,789	\$ 380,000	\$ 360,000	\$ 390,000
Debt Service Fund	\$ 3,262,728	\$ 3,459,768	\$ 3,459,768	\$ 2,631,285
General Capital Fund	\$ 1,456,268	\$ 2,323,450	\$ 2,223,450	\$ 1,825,000
Electric Fund	\$ 77,313,711	\$ 88,111,828	\$ 83,812,934	\$ 83,321,365
Gas Fund	\$ 32,997,847	\$ 28,061,874	\$ 30,068,525	\$ 30,049,968
Water Fund	\$ 10,732,725	\$ 11,944,838	\$ 11,818,385	\$ 10,453,731
Sewer Fund	\$ 12,190,525	\$ 15,724,273	\$ 15,256,459	\$ 12,793,636
Stormwater Fund	\$ 2,939,097	\$ 4,345,650	\$ 3,969,326	\$ 3,441,000
<b>Total</b>	<b>\$ 185,366,014</b>	<b>\$ 207,150,952</b>	<b>\$ 199,352,449</b>	<b>\$ 197,402,255</b>

## Expenditures by Fund

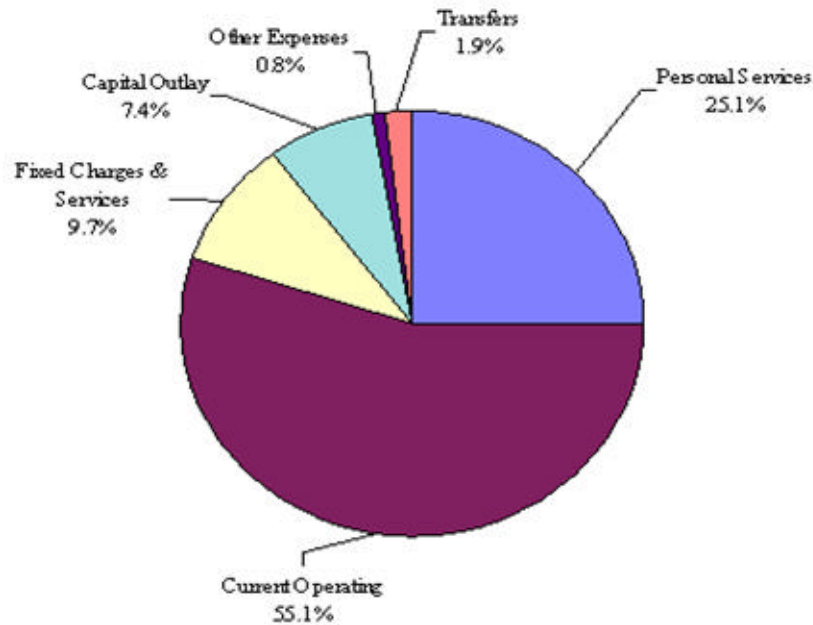


# Budget In Brief

## Comparison of Expenditures

	Personal Services	Current Operating	Fixed Charges & Services	Capital Outlay	Other Expenses	Transfers	Total
General Fund	\$ 37,614,454	\$ 10,898,836	\$ 9,152,990	\$ 3,188,050	\$ (10,740,280)	\$ 251,220	\$ 50,365,270
Powell Bill Fund	\$ -	\$ 250,000	\$ -	\$ 1,281,000	\$ 300,000	\$ 300,000	\$ 2,131,000
Emergency Telephone Fund	\$ -	\$ 30,000	\$ 280,000	\$ 80,000	\$ -	\$ -	\$ 390,000
Debt Service Fund	\$ -	\$ -	\$ 2,631,285	\$ -	\$ -	\$ -	\$ 2,631,285
General Capital Fund	\$ -	\$ 100,000	\$ 772,000	\$ 760,000	\$ -	\$ 193,000	\$ 1,825,000
Electric Fund	\$ 4,147,076	\$ 68,065,640	\$ 1,664,769	\$ 3,643,370	\$ 4,300,510	\$ 1,500,000	\$ 83,321,365
Gas Fund	\$ 1,222,981	\$ 23,902,420	\$ 153,037	\$ 1,235,000	\$ 2,411,530	\$ 1,125,000	\$ 30,049,968
Water Fund	\$ 2,741,593	\$ 2,670,900	\$ 1,868,349	\$ 1,129,500	\$ 1,568,389	\$ 475,000	\$ 10,453,731
Sewer Fund	\$ 2,206,485	\$ 2,327,750	\$ 2,390,660	\$ 2,544,700	\$ 3,324,041	\$ -	\$ 12,793,636
Stormwater Fund	\$ 1,524,770	\$ 481,300	\$ 217,830	\$ 720,300	\$ 496,800	\$ -	\$ 3,441,000
<b>Total</b>	<b>\$ 49,457,359</b>	<b>\$ 108,726,846</b>	<b>\$ 19,130,920</b>	<b>\$ 14,581,920</b>	<b>\$ 1,660,990</b>	<b>\$ 3,844,220</b>	<b>\$ 197,402,255</b>

Expenditures by Category



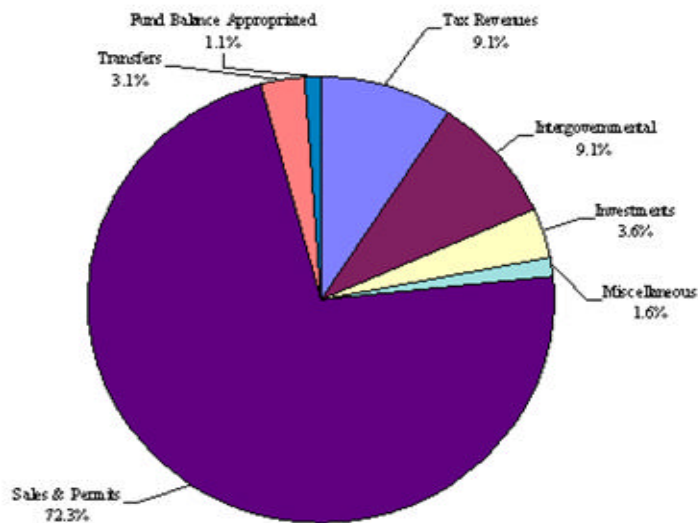
The largest category of expenditures is Current Operating (55%) which represents the purchase of wholesale gas and electric energy. Personnel costs are the second largest share of the total budget at 25%. Capital Outlay is 7% of the total budget compared to 5% last year. All other categories are similar to last year.

# Budget In Brief

## Comparison of Revenues

	Tax Revenues	Inter-Governmental	Investments	Miscellaneous	Sales & Permits	Transfers	Fund Balance Appropriated	
General Fund	\$ 17,901,000	\$ 14,976,900	\$ 2,777,000	\$ 1,285,120	\$ 8,586,900	\$ 3,238,350	\$ 1,600,000	\$ 50,365,270
Powell Bill Fund		\$ 2,006,000	\$ 100,000	\$ 25,000				\$ 2,131,000
Emer. Telephone Fund		\$ 355,000	\$ 35,000					\$ 390,000
Debt Service Fund						\$ 2,631,285		\$ 2,631,285
General Capital Fun	\$ 68,000	\$ 676,600	\$ 442,000	\$ 376,000	\$ 262,400			\$ 1,825,000
Electric Fund			\$ 1,443,665	\$ 987,700	\$ 80,890,000			\$ 83,321,365
Gas Fund			\$ 440,000		\$ 29,285,000		\$ 324,968	\$ 30,049,968
Water Fund			\$ 107,000	\$ 92,872	\$ 9,977,000		\$ 276,859	\$ 10,453,731
Sewer Fund			\$ 1,355,000	\$ 414,636	\$ 11,024,000		\$ -	\$ 12,793,636
Stormwater			\$ 429,000		\$ 2,712,000	\$ 300,000		\$ 3,441,000
<b>Total</b>	<b>\$ 17,969,000</b>	<b>\$ 18,014,500</b>	<b>\$ 7,128,665</b>	<b>\$ 3,181,328</b>	<b>\$ 142,737,300</b>	<b>\$ 6,169,635</b>	<b>\$ 2,201,827</b>	<b>\$ 197,402,255</b>

Comparison of Revenues



Charges for Service represent the largest share of the City's revenue due to utility sales for Gas, Electric, Water , Sewer and Stormwater. Revenues from Ad Valorem and Special District Taxes represent only 9.10% of the total budget.

# Budget In Brief

## Analysis of Selected Funds

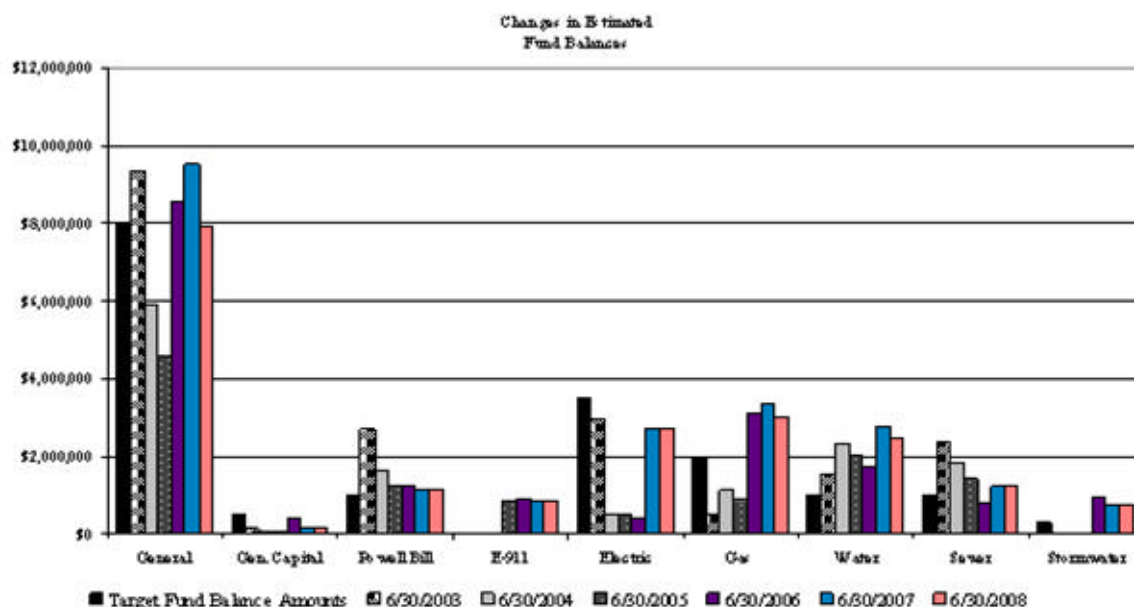
Revenue Type	General Fund	General Capital Fund	Powell Bill Fund	E-911 Fund	Electric Fund	Gas Fund	Water Fund	Sewer Fund	Stormwater Fund	Canteen Fund
Ad Valorem Tax	\$ 17,901,000	\$ 68,000								
Intergovernmental	\$ 14,976,900	\$ 676,600	\$ 2,006,000	\$ 355,000						
Leases & Investments	\$ 2,777,000	\$ 442,000	\$ 100,000	\$ 35,000	\$ 1,443,665	\$ 440,000	\$ 107,000	\$ 1,355,000	\$ 429,000	
Miscellaneous	\$ 1,285,120	\$ 376,000	\$ 25,000		\$ 1,017,700		\$ 109,872	\$ 418,636		\$ 677,100
Sales & Permits	\$ 8,586,900	\$ 262,400			\$ 80,860,000	\$ 29,285,000	\$ 9,960,000	\$ 11,020,000	\$ 2,712,000	
Transfers	\$ 3,238,350								\$ 300,000	
Fund Balance Appropriated	\$ 1,600,000					\$ 324,968	\$ 276,859			
<b>TOTAL</b>	<b>\$ 50,365,270</b>	<b>\$ 1,825,000</b>	<b>\$ 2,131,000</b>	<b>\$ 390,000</b>	<b>\$ 83,321,365</b>	<b>\$ 30,049,968</b>	<b>\$ 10,453,731</b>	<b>\$ 12,793,636</b>	<b>\$ 3,441,000</b>	<b>\$ 677,100</b>

Expenditure Type	General Fund	General Capital Fund	Powell Bill Fund	E-911 Fund	Electric Fund	Gas Fund	Water Fund	Sewer Fund	Stormwater Fund	Canteen Fund
Personal Services	\$ 37,614,454				\$ 4,147,076	\$ 1,222,981	\$ 2,741,593	\$ 2,206,485	\$ 1,524,770	
Current Operating	\$ 10,898,836	\$ 100,000	\$ 250,000	\$ 30,000	\$ 68,065,640	\$ 23,902,420	\$ 2,670,900	\$ 2,327,750	\$ 481,300	
Fixed Charges & Services	\$ 9,152,990	\$ 772,000		\$ 280,000	\$ 1,664,769	\$ 153,037	\$ 1,868,349	\$ 2,390,660	\$ 217,830	
Capital Outlay	\$ 3,188,050	\$ 760,000	\$ 1,281,000	\$ 80,000	\$ 3,643,370	\$ 1,235,000	\$ 1,129,500	\$ 2,544,700	\$ 720,300	
Other Expenses	\$ (10,740,280)		\$ 300,000		\$ 4,300,510	\$ 2,411,530	\$ 1,568,389	\$ 3,324,041	\$ 496,800	\$ 677,100
Transfers	\$ 251,220	\$ 193,000	\$ 300,000		\$ 1,500,000	\$ 1,125,000	\$ 475,000			
<b>TOTAL</b>	<b>\$ 50,365,270</b>	<b>\$ 1,825,000</b>	<b>\$ 2,131,000</b>	<b>\$ 390,000</b>	<b>\$ 83,321,365</b>	<b>\$ 30,049,968</b>	<b>\$ 10,453,731</b>	<b>\$ 12,793,636</b>	<b>\$ 3,441,000</b>	<b>\$ 677,100</b>

### Fund Balance Analysis

<b>Estimated Fund Balance 6/30/07</b>	<b>\$ 9,540,800</b>	<b>\$ 122,429</b>	<b>\$ 1,132,096</b>	<b>\$ 846,229</b>	<b>\$ 2,730,370</b>	<b>\$ 3,337,954</b>	<b>\$ 2,755,765</b>	<b>\$ 1,228,453</b>	<b>\$ 739,786</b>	<b>\$ -</b>
Revenues	\$ 45,526,920	\$ 1,825,000	\$ 2,131,000	\$ 390,000	\$ 83,321,365	\$ 29,725,000	\$ 10,176,872	\$ 12,793,636	\$ 3,141,000	\$ 677,100
Transfers In	\$ 3,238,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -
<b>Total</b>	<b>\$ 58,306,070</b>	<b>\$ 1,947,429</b>	<b>\$ 3,263,096</b>	<b>\$ 1,236,229</b>	<b>\$ 86,051,735</b>	<b>\$ 33,062,954</b>	<b>\$ 12,932,637</b>	<b>\$ 14,022,089</b>	<b>\$ 4,180,786</b>	<b>\$ 677,100</b>
Expenditures	\$ 50,114,050	\$ 1,632,000	\$ 1,831,000	\$ 390,000	\$ 81,821,365	\$ 28,924,968	\$ 9,978,731	\$ 12,793,636	\$ 3,441,000	\$ 677,100
Transfers Out	\$ 251,220	\$ 193,000	\$ 300,000	\$ -	\$ 1,500,000	\$ 1,125,000	\$ 475,000	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 50,365,270</b>	<b>\$ 1,825,000</b>	<b>\$ 2,131,000</b>	<b>\$ 390,000</b>	<b>\$ 83,321,365</b>	<b>\$ 30,049,968</b>	<b>\$ 10,453,731</b>	<b>\$ 12,793,636</b>	<b>\$ 3,441,000</b>	<b>\$ 677,100</b>
<b>Estimated Balance as of 6/30/08</b>	<b>\$ 7,940,800</b>	<b>\$ 122,429</b>	<b>\$ 1,132,096</b>	<b>\$ 846,229</b>	<b>\$ 2,730,370</b>	<b>\$ 3,012,986</b>	<b>\$ 2,478,906</b>	<b>\$ 1,228,453</b>	<b>\$ 739,786</b>	<b>\$ -</b>

These are the estimated available fund balances for all funds.  
Estimated Balances include All Reserves.

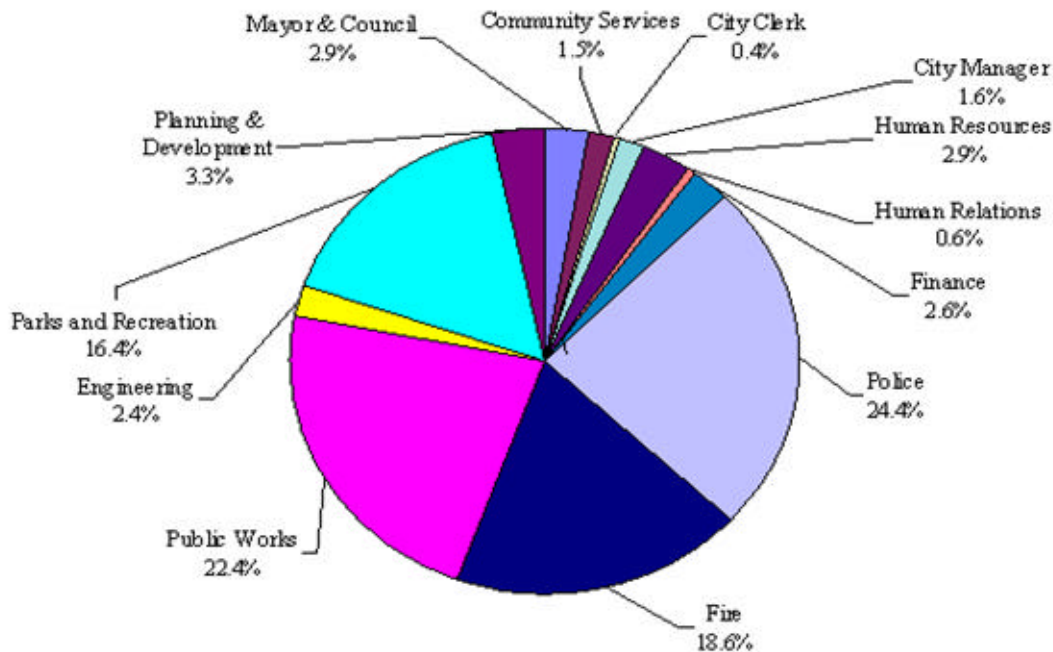


# Budget In Brief

## General Fund Summary

	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Mayor & Council	\$ 330,431	\$ 851,634	\$ 791,578	\$ 1,446,034
Community Services	\$ 800,870	\$ 1,045,430	\$ 909,729	\$ 769,030
City Clerk	\$ 203,817	\$ 227,043	\$ 212,257	\$ 219,042
City Manager	\$ 753,084	\$ 796,539	\$ 720,655	\$ 806,281
Human Resources	\$ 593,119	\$ 1,334,004	\$ 1,336,362	\$ 1,457,607
Human Relations	\$ 253,486	\$ 226,743	\$ 207,837	\$ 299,036
Finance	\$ 743,926	\$ 1,926,255	\$ 1,015,190	\$ 1,330,123
Police	\$ 10,817,160	\$ 11,493,318	\$ 10,870,739	\$ 12,279,666
Fire	\$ 9,221,991	\$ 9,206,687	\$ 8,911,969	\$ 9,385,639
Public Works	\$ 9,050,682	\$ 10,197,011	\$ 8,920,359	\$ 11,290,720
Engineering	\$ 1,012,593	\$ 1,181,043	\$ 1,079,044	\$ 1,184,448
Parks and Recreation	\$ 7,033,085	\$ 8,726,264	\$ 8,558,326	\$ 8,241,176
Planning & Development	\$ 1,410,670	\$ 1,524,980	\$ 1,387,237	\$ 1,656,468
<b>Total</b>	<b>\$ 42,224,914</b>	<b>\$ 48,736,951</b>	<b>\$ 44,921,282</b>	<b>\$ 50,365,270</b>

## Expenditures by Department



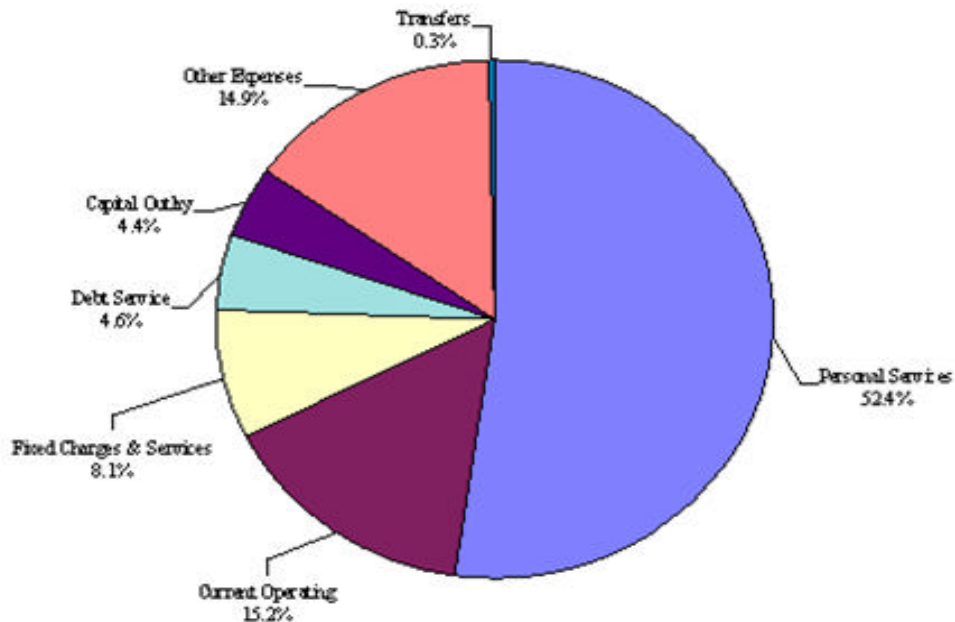
The General Fund Budget at \$50,365,270 represents an 3.3% increase over the FY06-07 Budget. Public Safety (Fire and Police) activities are 43.02% of the General Fund Budget. The Public Works Department is the next largest share at 22.42%.

# Budget in Brief

## General Fund Comparison of Expenditures

	Personal Services	Current Operating	Fixed Charges & Services	Debt Service	Capital Outlay	Other Expenses	Transfers	Total
Mayor and City Council	\$ 405,154	\$ 1,020,480	\$ 30,000	\$ -	\$ -	\$ (9,600)	\$ -	\$ 1,446,034
Community Service	\$ -	\$ 56,600	\$ 717,610	\$ -	\$ -	\$ (256,400)	\$ 251,220	\$ 769,030
City Clerk	\$ 221,092	\$ 33,500	\$ 5,000	\$ -	\$ 2,500	\$ (43,050)	\$ -	\$ 219,042
City Manager	\$ 932,501	\$ 123,800	\$ 2,630	\$ -	\$ 35,000	\$ (287,650)	\$ -	\$ 806,281
Human Resources	\$ 1,231,717	\$ 146,090	\$ 12,000	\$ -	\$ 5,100	\$ 62,700	\$ -	\$ 1,457,607
Human Relations	\$ 430,236	\$ 30,550	\$ -	\$ -	\$ 6,050	\$ (167,800)	\$ -	\$ 299,036
Finance	\$ 4,313,353	\$ 1,275,720	\$ 1,395,900	\$ 250,000	\$ 278,800	\$ (6,183,650)	\$ -	\$ 1,330,123
Police	\$ 10,685,066	\$ 951,100	\$ 95,000	\$ 159,500	\$ 389,000	\$ -	\$ -	\$ 12,279,666
Fire	\$ 8,167,089	\$ 725,690	\$ 11,800	\$ 354,560	\$ 126,500	\$ -	\$ -	\$ 9,385,639
Public Works	\$ 4,722,724	\$ 4,018,226	\$ 3,062,550	\$ 433,120	\$ 2,124,000	\$ (3,069,900)	\$ -	\$ 11,290,720
Engineering	\$ 1,194,008	\$ 518,140	\$ 181,900	\$ 26,200	\$ 54,000	\$ (789,800)	\$ -	\$ 1,184,448
Parks & Recreation	\$ 3,877,546	\$ 1,782,640	\$ 323,350	\$ 2,091,870	\$ 160,900	\$ 4,870	\$ -	\$ 8,241,176
Planning & Development	\$ 1,433,968	\$ 216,300	\$ 6,200	\$ -	\$ -	\$ -	\$ -	\$ 1,656,468
<b>Total</b>	<b>\$ 37,614,454</b>	<b>\$ 10,898,836</b>	<b>\$ 5,843,940</b>	<b>\$ 3,315,250</b>	<b>\$ 3,181,850</b>	<b>\$ (10,740,280)</b>	<b>\$ 251,220</b>	<b>\$ 50,365,270</b>

Expenses by Category



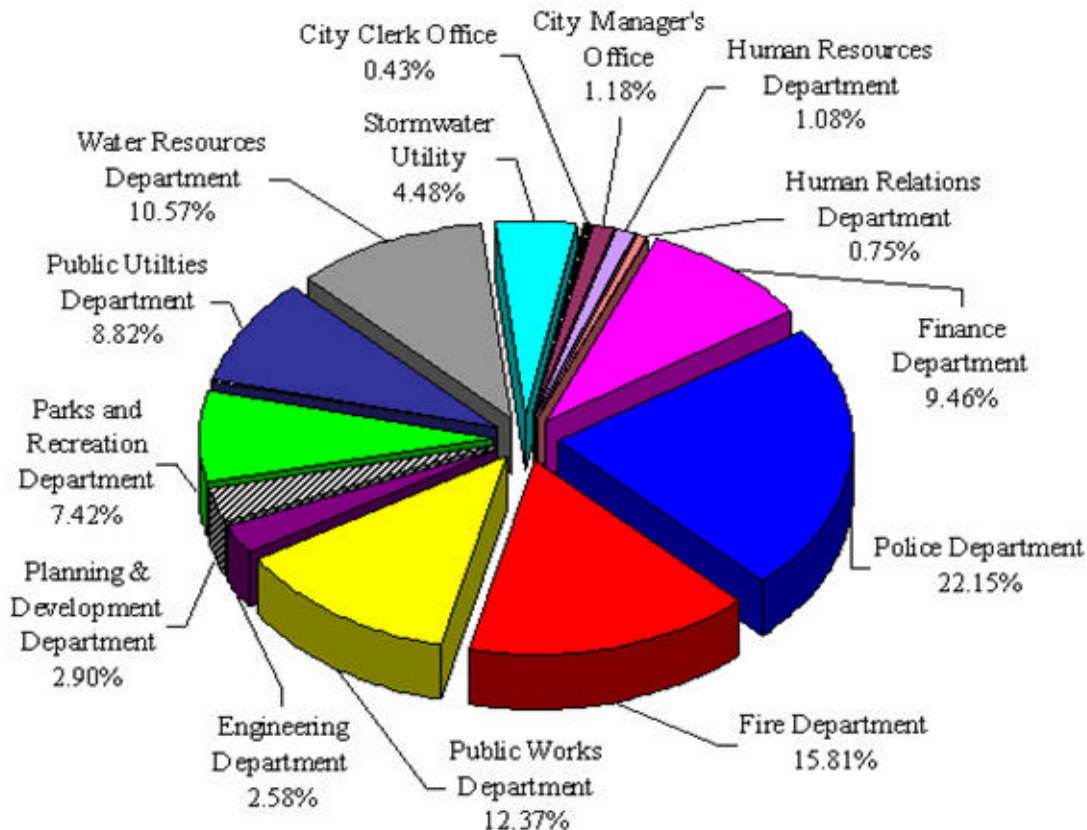
In the General Fund, the largest category of expenditures is Personal Services at 53%. The other two large categories are Current Operating and Other Expenses. Other Expenses represent the reimbursement from the utilities for services performed by the General Fund operations and charges for fleet maintenance services to all departments including those in the general fund.

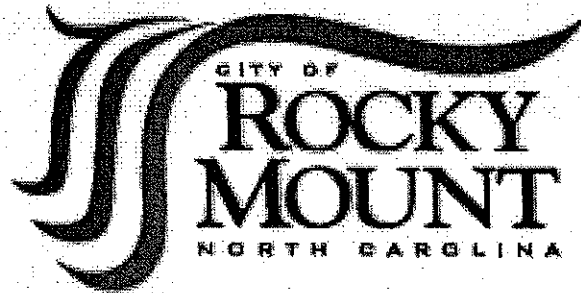
# Budget In Brief

## Positions by Department

	2005-06	2006-07	2007-08	
	Actual	Budget	Adopted	Change
<b>Department</b>				
City Clerk Office	4	4	4	0
City Manager's Office	11	11	11	0
Human Resources Department	10	10	10	0
Human Relations Department	6	6	7	1
Finance Department	80	88	88	0
Police Department	200	200	206	6
Fire Department	147	147	147	0
Public Works Department	108 1/6	108	115	7
Engineering Department	25	24	24	0
Planning & Development Department	26	26	27	1
Parks and Recreation Department	67	69	69	0
Public Utilities Department	81	81	82	1
Water Resources Department	98 1/3	98 1/3	98 1/3	0
Stormwater Utility	40 1/7	41 2/3	41 2/3	0
<b>Total</b>	<b>903 2/3</b>	<b>914</b>	<b>930</b>	<b>16</b>

## Positions by Department







# **Budget Development**

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The development of the City of Rocky Mount's budget takes place over a six month period during which the Five Year Capital Improvement Program (CIP) and the annual operating budget are prepared and submitted to the City Council. These two components are vital to the preparation of a budget that will fulfill the needs of the City.

Each year a calendar is designed to provide a framework within which the interaction necessary to formulate a sound budget occurs. At the same time, it ensures that the City will comply with all applicable State and Federal legal mandates.

## **Capital Improvement Program**

The Capital Improvement Program (CIP) process begins in December when the departments formulate their capital project requests. The departments review their previously submitted and approved requests, revising and updating the project description, cost estimates and timing based on current information. Departments submit new projects, including cost estimates, scheduling and funding alternatives, for inclusion in the CIP.

Concurrently, with the preparation of the CIP requests, the Budget Manager and Finance Director collect and analyze the financial information necessary to determine the resources available in the coming years. The Budget Manager is also available to aid departments' staff in their preparation of the CIP requests.

After the compilation of the CIP requests, the Finance Director, Budget Manager, Assistant City Managers and City Manager review the capital projects. Projects are reviewed relative to community needs and proposed funding. Projects are evaluated in terms of their priority, urgency and benefit in relation to all other projects, with the current and projected fiscal resources in mind. This review, along with the knowledge of available funding, forms the basis of the programs recommended by the City Manager to the City Council. The decision on funding for capital projects is based on the merits of a particular project balanced with the availability of funding.

After deliberation and agreement by the City Council, the CIP is used in the development of the annual operating budget. The first year of the CIP provides guidelines for, and ultimately reflects the Capital Budget with the following four years becoming the Capital Improvement Program.

The Capital Budget is incorporated into the City Manager's recommended annual budget that is subsequently reviewed and adopted by the City Council. By agreeing to the Capital Budget, the City Council does not actually commit to expenditures or appropriations, even in the first year. The City Council, during its annual budget review and approval process in May and June, will approve those recommended capital projects it deems appropriate.

# **Budget Development**

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## **Annual Operating Budget**

The City of Rocky Mount's formal operating budget process begins in February of each year. The budget preparation process provides an opportunity to examine operations, propose changes in current services, recommend revisions in organization and methods, and outline requirements for capital outlay items. This process commences with the completion of the Capital Improvement Program.

In February, the Budget Manager disseminates the Budget Development Manual. This manual contains all of the information necessary for the development of the operating budget. Included within the manual are financial guidelines, work plan instructions, example formats and the budget calendar and meetings schedule.

The Budget and Evaluation Manager works closely with City departments to assist with the formulation of their budget requests for the coming year. In addition to their financial requests, departments are asked to formulate work plans composed of accomplishments, initiatives and performance indicators.

Upon the completion of their requests, departments submit the budget package to their respective Assistant City Manager and the Budget Manager. Over the following weeks, the Budget Manager, Finance Director, Assistant City Manager and City Manager review budgets and estimated revenues and make necessary adjustments to achieve a balanced budget.

The City Council receives the recommended budget in May and reviews the recommendations. During these meetings, significant changes in the budget, additions or deletions will be highlighted for the City Council. Finally, the City Council will hold a public hearing to solicit citizen input on the budget, its priorities and funding components, and adopt the final budget.

## **Budget Revisions**

Periodically throughout the year, the budget may require changes. The City Manager may authorize any budget amendments from within any one fund. These budget transfers are reviewed by the Budget and Evaluation Manager and designated Assistant City Manager.

Amendments calling for transfers between two or more funds, the recognition of additional revenue or the appropriation of fund balance require the approval of the City Council. Changes such as these take place infrequently throughout the year.

# Budget Development

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## CIP AND BUDGET SCHEDULE FY 2007-08

November 15	Distribution of CIP worksheets to departments
December 15	Department CIP requests due to Budget & Evaluation Manager
January 2-5	CIP reviews for departments with Assistant City Managers and Budget & Evaluation Manager
January 18-24	CIP reviews for departments with City Manager, Assistant City Managers, Finance Director, and Budget & Evaluation Manager
January 26	Review Current Year Revenues/Expenditures
January 29-February 7	CIP requests and revenue estimates matched, reviewed, and consolidated into CIP budget. City Manager reviewing of CIP.
February 9	CIP completed.
February 9	Distribution of budget letter, calendar, and information packet to departments. Information on utility and radio charges to departments for FY 2007-08 will also be distributed.
February 15	MUNIS Budget System worksheets opened and available
March 15	All Departmental Budget Requests due to Budget & Evaluation Manager
March 19-27	Budget reviews for departments with Assistant City Managers and Budget & Evaluation Manager
March 27- April 3	Budget reviews for departments with City Manager, Assistant City Managers, Finance Director, and Budget & Evaluation Manager
April 4 - 27	Budget requests and estimated revenues reviewed and adjusted to enable balanced budget; City Manager's Budget finalized; document prepared
May 11	City Manager Proposed Budget submitted to City Council
May 21, 23, 29	City Council Budget Session
May 29	City Council Meeting, public hearing on Budget
June 11	City Council Meeting, Budget adopted
June 22	FY 2007-2008 Adopted Budget distributed to departments
July 1	Implementation of FY 2007-2008 Adopted Budget
August 24	Final FY 2007-2008 Adopted Budget presentation published

# Financial Policies and Strategies

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The City of Rocky Mount's financial policies and strategies are the framework for the budgetary and fiscal management of the city's resources. Below, are the financial practices, which are related to the development and adoption of the City of Rocky Mount's Operating Budget. These policies and strategies represent long-standing principles, traditions and practices and most importantly are guided by the North Carolina Local Government Budget and Fiscal Control Act.

## **Operating Budget:**

The development of the budget is guided by the following budget policies:

- ◆ In compliance with State Statutes, the City Council adopts an annual balanced budget ordinance for all governmental and enterprise funds except funds authorized by project ordinances. An ordinance is balanced when the sum of estimated net revenues and appropriated fund balances is equal to appropriations.
- ◆ The budget ordinance shall cover a fiscal year beginning on July 1 and ending on June 30.
- ◆ No later than June 1, the City Manager shall submit to the City Council a proposed operating budget for the fiscal year commencing the following July 1 through June 30. The submitted operating budget shall include proposed expenditures and revenues as well as a budget message to explain the organization goals as supported by the budget and major changes in fiscal policy.
- ◆ The City shall place a copy of the budget in the City Clerk's office making it available for public inspection and provide public notice of the time and place of the public hearing. Before adopting the budget, the City Council shall conduct a public hearing to allow comment on the proposed budget.
- ◆ By June 30 of each year, the City Council shall adopt the budget through a budget ordinance making appropriations and levying taxes. The ordinance shall make appropriations by department and show revenues by major source.

## **Capital Improvement Program:**

- ◆ The City shall annually review and develop a Capital Improvement Program to present the long-range development of the City's public improvements.
- ◆ After reviewing and analyzing the requests submitted by the Department Heads, the City Manager shall present to the City Council a plan, which proposes the development, acquisition, replacement or renovation of these public improvements.
- ◆ A Capital Improvement is defined as a physical asset constructed or purchased that has a minimum useful life of three (3) years and a minimum cost of \$50,000.
- ◆ Upon agreement of the City Council, the first year of the CIP is incorporated into the Operating Budget as the Capital Budget.
- ◆ The City Council will adopt the Capital Budget during its review and approval of the operating budget in May or June. Appropriations should be made across those funds that comprise the operating budget, with additional appropriations to accounts for transfer to funds not part of the operating budget. These special funds handle grant-funded and multi-year capital projects, and their appropriations are adopted by special project ordinance.

# Financial Policies and Strategies

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## **Debt Service Requirements:**

- ◆ The City must adhere to the provisions of General Statutes Chapter 159 North Carolina Local Government Budget and Fiscal Control Act and the Local Government Commission, which govern the issuance, and payment of long-term debt for cities.
- ◆ The North Carolina General Statutes 159-55(c) limits the City's net debt to 8% of the appraised value of property subject to taxation within the City.
- ◆ Currently, the City has no debt applicable to the debt limitation.
- ◆ Typically, the City has opted to use General Obligation Debt to fund the acquisition and construction of major capital facilities for the Enterprise Funds.
- ◆ The repayment of these general obligation bonds are budgeted in the Debt Service Fund along with the city contribution to the Nash-Rocky Mount Board of Education.

## **Special Project Ordinances:**

- ◆ Certain special funds are budgeted under project ordinances, which span more than one fiscal year. These project ordinances are controlled by the development of the project, and project appropriations continue until the project is complete. These funds are not subject to the annual budget requirements.
- ◆ The City Council adopts these project ordinances throughout the fiscal year as necessary.

## **Reserves**

- ◆ The North Carolina Local Government Commission prescribes that at a minimum a municipality should maintain available fund balance of at least 8 percent of annual General Fund expenditures. Each municipality should also accumulate an additional reserve for emergencies or unforeseen needs. In determining what is an adequate level of fund balance, a municipality should compare its own level of fund balance to that of municipalities of similar population size and to statewide averages.
- ◆ To that end, the City of Rocky Mount has established target fund balance levels for the General Fund, General Capital Fund, Powell Bill Fund and each of the Utility Funds. These levels provide the optimum amount for fund balance needed for each operation.

## **Revenues:**

- ◆ The City shall maintain diverse and stable revenues to minimize the effects of economic fluctuations.
- ◆ Revenues are conservatively forecasted based on a review of historic collections, anticipated changes in type of legal requirements and percentage change over time.
- ◆ The City shall review fees and charges annually and make necessary modifications based on cost of service and cost recovery.

# Financial Policies and Strategies

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## **Transfers:**

In order to preserve the financial integrity of the Enterprise Funds (Electric, Gas, Water, Sewer, and Stormwater) and to reduce the General Fund's dependence on Enterprise Fund transfers to a level supportable by prudent business practices, the City has developed a policy on Utility Fund transfers. This policy states that:

- ◆ The City shall receive a payment in lieu of taxes amount from the enterprise funds to the General Fund that approximates the amount of Ad Valorem taxes that would have been paid had utility services been provided by an investor-owned utility. The payment in lieu of taxes shall be reported as an expense of the Enterprise Fund and as revenue of the General Fund.
- ◆ The City may budget annually a Reserve in each Enterprise Fund for Rate Stabilization or Operating purposes in an amount equal to a percentage of annual gross utility sales.
- ◆ The City may budget annually an operating transfer from the Enterprise Funds to the General Fund to provide the General Fund with a return on investment. Normally, the operating transfer shall be subject to the following conditions:
  - ◇ Electric Fund - the amount transferred shall not exceed 3% of the gross fixed assets.
  - ◇ Gas Fund - the amount transferred shall not exceed 75% of the Income before Transfers.
  - ◇ Water Fund - the amount transferred shall not exceed 50% of the Income before Transfers.
- ◆ In the event of an emergency, or unforeseen special need, the amount to be paid from the Enterprise Fund under this resolution may be increased or reduced upon approval by a simple majority of the City Council.

## **Investments:**

The City has established an Investment Policy to provide safe and responsible guidelines for the investment of idle funds in the best interest of the public while fully maximizing the rate of return.

- ◆ Safety of capital is regarded as the highest priority in the handling of investments for the City. Each investment transaction shall seek to first ensure that capital losses are avoided, whether they are from securities defaults or erosion of market value.
- ◆ The City's investment portfolio must be structured in such a manner that will provide sufficient liquidity to pay all obligations as they become due. No investment shall have maturities greater than 36 months.
- ◆ The City seeks to optimize return on investments within the constraints of safety and liquidity. The investment portfolio shall be designed with the annual objective exceeding the average return on the N.C. Capital Management Trust Fund.
- ◆ Investments of the city must conform with investments authorized pursuant to N.C. General Statutes 159.30.

# Fund Structure

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The budgeting/accounting policies of the City of Rocky Mount conform to generally accepted accounting principles (GAAP) applicable to governmental units.

## **Basis of Budgeting**

All funds of the City are budgeted and accounted for during the year on the modified accrual basis in accordance with State statutes. Under the modified accrual basis, revenues are recognized in the accounting period in which they become measurable and available to pay the liabilities of the current period. Generally, expenditures are recorded in the accounting period in which a fund liability is incurred, if measurable. Principal and interest on general long term debt and vacation and sick pay are recognized as expenditures when paid. Budgeting is done on a modified accrual basis – only revenues and expenditures anticipated during the year are included.

## **Fund Accounting**

The accounts of the City are organized and operated on the basis of funds or account groups. A fund or account group is an independent fiscal and accounting entity with a self-balancing set of accounts, recording its assets, liabilities, fund equity/retained earnings, revenues and expenditures/expenses. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with the requirements of law.

**General Fund** is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another funds. The fund's primary revenue sources are ad valorem taxes and intergovernmental revenues. The fund's primary expenditures are for general government, public safety, public works and parks and recreation.

**Special Revenue Funds** - The Special Revenue Funds are used to account for the proceeds of specific sources that are legally restricted to expenditures for specific purposes. The City has seven Special Revenue Funds: Entitlement Grant Fund, Emergency Management Fund, Public Transportation Grants Fund, Crime/Safety Fund, Powell Bill Grant Fund, Economic Development Fund, and Emergency Telephone System Fund. Those subject to annual appropriation include:

- a. **Powell Bill Grant Fund** accounts for monies received from the state derived from a per gallon motor fuel tax. The local government allocation is based on local street mileage and population. Expenditures from this fund are restricted to specific highway and street construction and maintenance.

# Fund Structure

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- b. **Emergency Telephone System Fund** accounts for monies received from the local telephone company from a monthly charge to telephone subscribers. Expenditures from this fund are restricted to specific purchase and maintenance of emergency telephone equipment.

**Capital Projects Fund** - The Capital Projects Fund is used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds. **General Capital Projects Fund** is used to account for construction of various City projects to improve City parks and facilities and is the only Capital Projects fund subject to annual appropriation.

**Enterprise Funds** - The Enterprise Funds are used to account for those operations (a) that are financed and operated in manner similar to private business enterprises where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that the periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. These funds subject to annual appropriation are:

- a. **Electric Fund** is used to account for electric utility operations.
- b. **Gas Fund** is used to account for gas utility operations
- c. **Water Fund** is used to account for water utility operations
- d. **Sewer Fund** is used to account for sewer utility operations
- e. **Stormwater Fund** is used to account for stormwater utility operations

**Agency Fund** - The Agency fund is used to account for assets held by the City as an agent for individuals, private organizations, other governments, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The City's agency funds include: Canteen and Miscellaneous Fund, and Enhanced 911 Fund. The Canteen and Miscellaneous fund is used to account for funds generated from vending machines and other special projects and is subject to annual appropriation.

**Internal Service Fund** - The Internal Service fund is used to account for intergovernmental services or any shared type service. The City has one internal service fund established to manage the City's self insurance revenue and expenditures. The Internal Service fund has an annual financial plan. It is not part of the annual appropriated budget.



# Budget Document

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A budget is a formal document that enables the City to plan for the future, measure the performance of city services, and help the public to understand where the revenues come from and how those revenues are spent on city services. Thus, the budget serves many purposes and addresses different needs depending on the "audience"; whether the audience is City staff, Federal and State regulatory authorities, other local governments, or taxpayers and City residents.

The purpose of this budget document is to present to the public and City Council a comprehensive picture of proposed operations for the budget year. This document is organized into several sections that are explained below:

- A. The first section provides an overview and review of the budget. Included within this section is the Budget Message from the City Manager and budget summaries
- B. The second is the Budget Guide which includes department information on the budget process, tax requirements and restrictions, revenue assumption and financial policies.
- C. The next several sections explain those portions of the total city operating budget for city departments and the services, programs and activities.
- D. The final sections provide statistical information about the City.

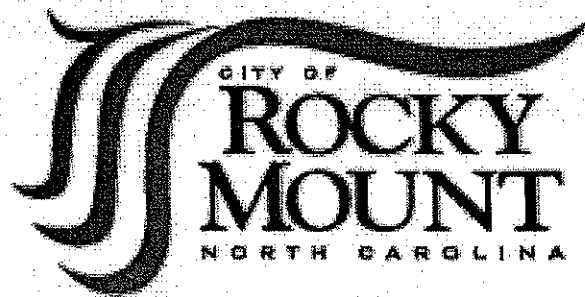
## **Workplan Development**

At the start of the budget process each department is asked to prepare a *work plan*. The *work plan* consists of a *mission statement* for the department and a *statement of purpose, accomplishments, new year initiatives, and workload indicators* for each division.

The departmental *mission statement* is intended to represent the fundamental reason for the organization's existence. The *statement of purpose* describes the unique contribution of the division to the city government and/or citizens receiving services. The *statement of purpose* provides a framework within which a division operates and expresses the end to which resources are directed.

Departments were also asked to review their divisional *accomplishments* and *new year initiatives*. *Accomplishments* are brief statements that highlight activities of the current year. These activities may include changes in operations, new programs, or increased emphasis that has resulted in some type of improved performance of a division. *New initiatives* are specific activities or plans that will cause improvements in productivity, efficiency, or service delivery and which each division plans to obtain in the forthcoming year. These *new initiatives* focus on significant adjustments to basic and continuing services. *Initiatives* must be concrete, specific, attainable and consistent with available resources. Each of these was prepared at the division level. The intent of the accomplishments and new initiatives is to address the activities of the unit in a narrative form.

Finally, each department included a list of performance indicators. During the last year, each department has worked to develop a set of performance measures for each service performed. While these measures are still in their infancy, each department included measures for which data existed. It is the City's intent to expand the use of performance measures.



# Budget Overview

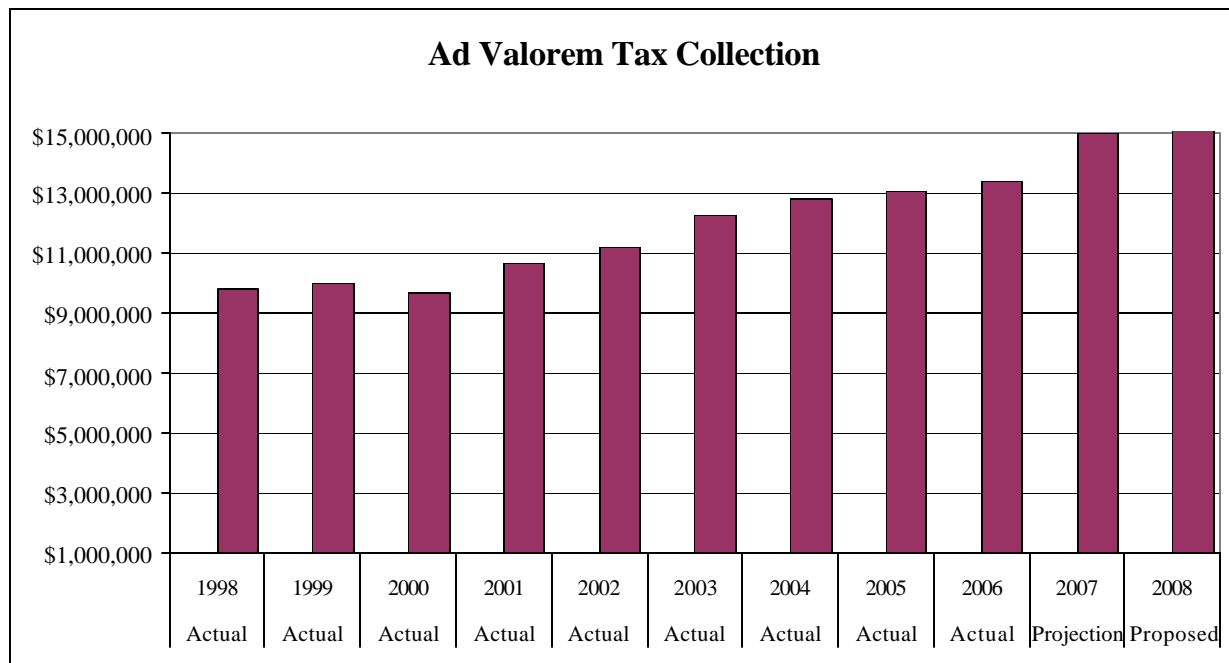
## Review of Selected Revenues

Revenues are estimated using a variety of methods and factors. The estimates were prepared using actual prior year amounts, projected collections for FY 2006-07, and trend analysis. Other factors were evaluated to determine their effect on the revenue amounts. These include anticipated changes in type or legal requirements of particular revenue, review of general economic conditions and analysis of the trends and conditions affecting particular revenue. Below, is a review of basic revenue groups and specific revenue types within each group.

### Ad Valorem Tax

These revenues are all those collected based on the City of Rocky Mount's levy. These include Inventory Tax, Property or Ad Valorem Tax, Vehicle Tax and Tax Penalties.

**Ad Valorem Tax** is based on the property valuation as determined by the Nash and Edgecombe County Tax Assessors with the City's levy of \$.55 per \$100 of valuation. Historically, the City has collected an average of 96.9% of the levied tax.



**In Lieu of Tax** is a payment from an Enterprise Fund that approximates the amount of ad valorem tax that would have been paid had utility service been provided by an investor-owned utility. The In Lieu Tax payment amount is calculated based on the gross fixed assets of the Enterprise Funds as reported in the City's most recent audited financial statement and the current tax rate. This In Lieu of Tax payment is required under the City's Utility Transfer Policy.

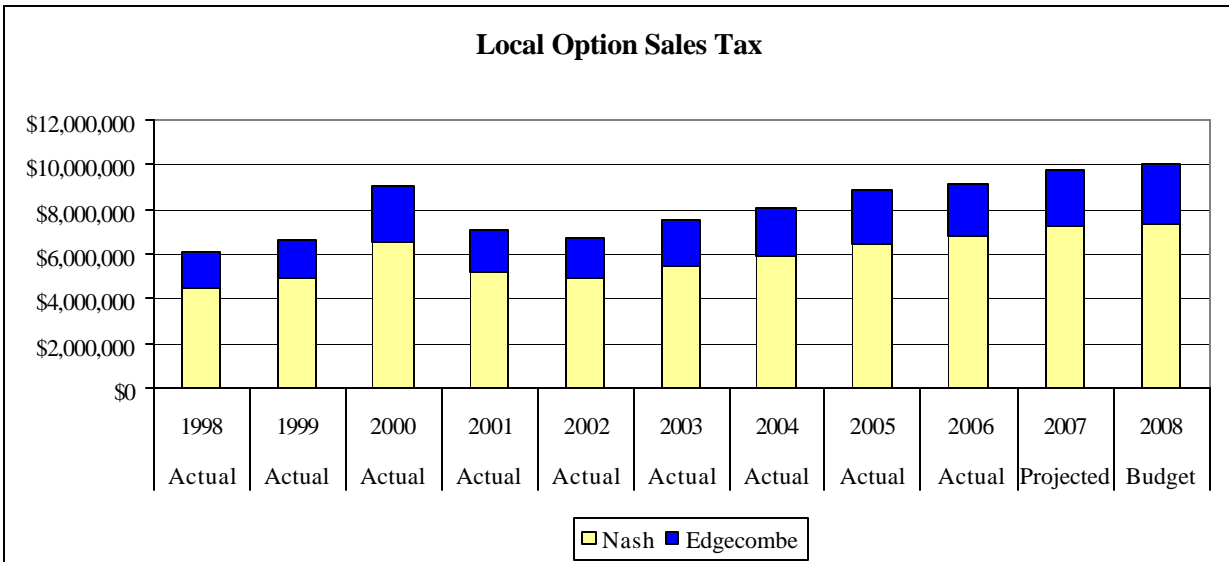
### Income from Other Governments

These revenues are those received from other governmental units. Among these revenues are local option sales tax, franchise tax, beer and wine tax, Powell Bill proceeds and State and Federal Grants.

# Budget Overview

## Review of Selected Revenues

**Local Option Sales Tax** is collected by authority of the General Statutes by both Nash and Edgecombe Counties. Previously, the two half cent sales tax portions were dedicated to water and sewer system improvements. This dedication requirement has expired and all Local Option Sales Tax is now budgeted in the General Fund or the General Capital Fund. On an annualized basis, Local Option Sales Tax is estimated to increase 3.5% in FY 2007-08.



The State of North Carolina levies a **franchise tax** on electric, and natural gas service provided within the city limits of each City. This Franchise Tax is remitted back to the city from the state in quarterly payments. Due to its link to utility sales, this revenue is very sensitive to the weather. The City is projecting Franchise Tax to increase 6.5% for FY 2007-08. Along with this revenue is a tax on telecommunication service. There is no expected growth in the telecommunications tax.

**Powell Bill** revenues are received from the State of North Carolina's gasoline tax. The funds are used for street and sidewalk construction and maintenance purposes as well as drainage improvements. The State of North Carolina has previously used funds from the Highway Trust Fund to balance the State budget, reducing funds available to local governments, but no similar action is expected this year. The City is projecting to receive an estimated \$1,802,000 in Powell Bill funds.

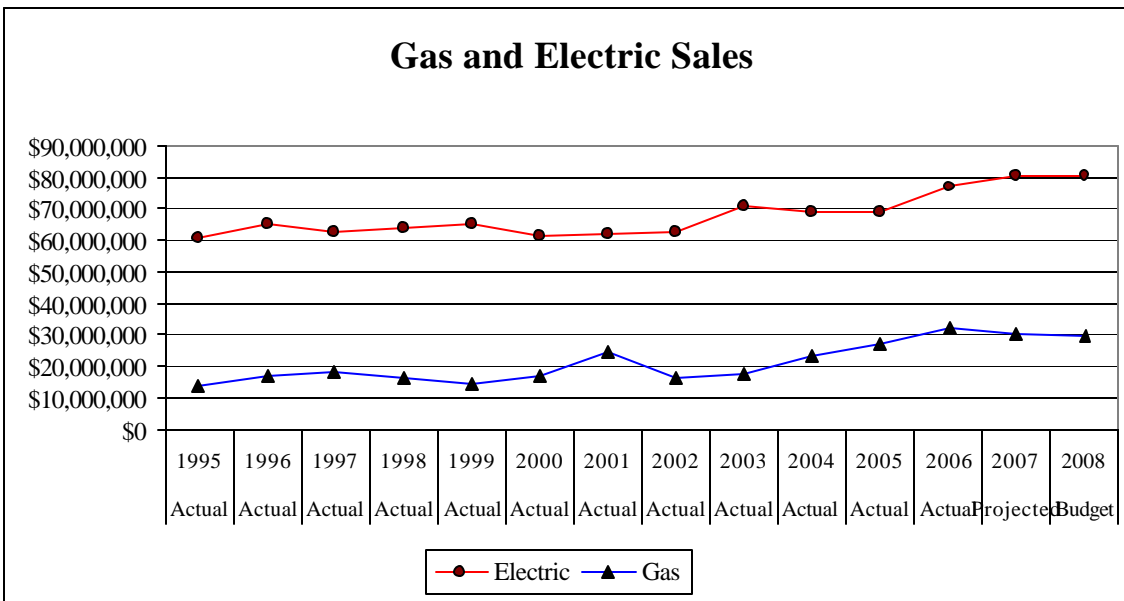
### Charges for Services

These revenues include electric, gas, water, sewer and stormwater service revenues as well as building permit recreation fees and solid waste disposal monthly service charges.

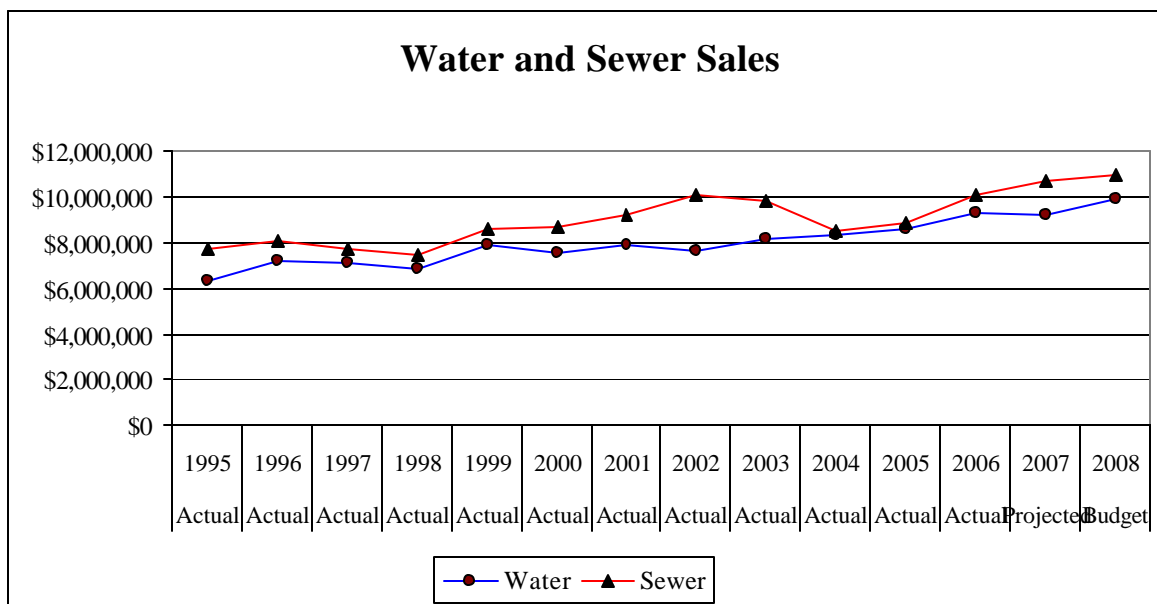
# Budget Overview

## Review of Selected Revenues

**Electric and Gas sales revenues** are particularly difficult to forecast, as they are highly sensitive to the weather. These two utilities have seen system growth as evidenced by a five-year average growth of 1.4% in electric meters and 4% in gas meters. However, the City lost some large utility customers in the past few years. Considering demand and the cost of purchased energy, the budget includes utility sales of \$80,450,000 in the Electric Fund and \$29,275,000 in the Gas Fund.



**Water and Sewer sales** are also difficult to predict due to several plant closings that were large customers. This year, the budget includes no sewer rate increase and a 2.5% water rate increase and no sewer rate increase that, when included in the estimates, yield projected water sales of \$9,890,000 and sewer sales of \$11,000,000.



# Budget Overview

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## Review of Selected Revenues

### Transfers from Other Funds

These are amounts that are transferred from one City fund to another. Below is an explanation of significant transfers.

An **Operating Transfer** is made by each enterprise fund (Electric, Gas, Water and Sewer) to the General Fund to represent a return on the investment of the utility. Typically, these transfers are made within the following guidelines:

- ? Electric Fund -- the amount transferred shall not exceed 3% of the gross fixed assets.
- ? Gas Fund -- the amount transferred shall not exceed 75% of the Income before Transfers
- ? Water Fund -- the amount transferred shall not exceed 50% of the Income before transfers.

Finally, the enterprise funds make **transfers** to the **Debt Service Fund** to cover the City's long term debt payments as well as the payments to the Nash-Rocky Mount Board of Education as a result of consolidation.

### Other Revenues

Other Revenues include interest income, lease purchase proceeds, assessments, privilege licenses and revenues not classified above. Each of these revenues is evaluated individually and forecasted using a review of actual amounts, trend analysis and information on growth and changes in billing or collection method.

### Fund Balance Appropriated

The appropriation of fund balance is necessary to balance projected revenues and expenditures. The level of appropriation is determined by the difference between recommended expenditures and estimated revenues for the upcoming fiscal year. The amount of appropriated fund balance changes from year to year.

## Revenues

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>General Fund</b>				
Ad Valorem Taxes	13,405,738	14,980,000	15,000,000	15,250,000
Animal Tax	25,453	26,000	26,000	26,000
Tax Penalty	152,700	160,000	170,000	175,000
Taxes Levied-Prior Year	282,774	330,000	360,000	350,000
Vehicle Taxes	1,629,853	2,085,000	2,000,000	2,100,000
<b>Tax Revenues Total</b>	<b>15,496,519</b>	<b>17,581,000</b>	<b>17,556,000</b>	<b>17,901,000</b>
Taxes-Payment In Lieu	1,024,180	1,145,500	1,145,500	1,177,700
Taxes-Franchise CATV	486,725	479,300	479,300	479,300
Taxes-Housing Authority	39,914	35,000	35,000	35,000
Rental Vehicle Tax	46,056	46,000	46,000	46,000
Federal Grant-Highway Administration	127,823	117,900	117,900	187,140
Federal Grant-Arts Council	-	5,000	5,000	5,000
NCDOT Revenue	50,000	-	-	-
State Grant-Mosquito	13,956	8,100	8,100	8,100
State Grant-Cultural Arts	-	4,500	8,500	4,000
NCDivision of Crime Control	29,897	2,026	-	-
Local Option Tax-Nash	6,429,067	6,628,600	6,640,000	6,935,000
Local Option Tax-Edgecombe	2,216,871	2,358,400	2,360,000	2,466,000
Wine And Beer	248,713	260,000	260,000	270,000
ABC-Nash	34,417	35,000	35,000	35,000
ABC-Edgecombe	7,741	5,000	5,000	5,000
Franchise Tax	1,799,966	1,840,000	1,775,000	1,900,000
Telecommunications Sales Tax	649,543	600,000	900,000	750,000
State Court Facility-Nash	87,678	95,000	95,000	95,000
State Court Facility-Edge	52,531	60,000	60,000	60,000
State Court Officer Nash	13,115	25,000	25,000	25,000
State Court Officer Edge	6,001	7,000	7,000	7,000
Jail Fee-Nash & Edgecombe	5	-	-	-
KAB Local Share Revenue	70	36,300	36,300	38,000
Housing Authority Police Reimbursement	25,659	28,000	28,000	28,000
NRM Schools Resource Officer	182,032	183,000	183,000	183,000
Nash County Contributions	-	-	-	2,660
Traffic Maintenance Charge	244,742	200,000	200,000	200,000
Sales And Use Tax-Refund	96,899	35,000	35,000	35,000
<b>Intergovernmental Revenues Total</b>	<b>13,913,602</b>	<b>14,239,626</b>	<b>14,489,600</b>	<b>14,976,900</b>
Privilege Fee	97,067	98,000	98,000	100,000
License Fee-Motor Vehicle	201,902	198,000	200,000	200,000
Licenses and Permits	683,189	675,000	620,000	650,000
Fire Permit Fees	99,370	97,000	85,000	89,000
<b>Licenses &amp; Permits Total</b>	<b>1,081,528</b>	<b>1,068,000</b>	<b>1,003,000</b>	<b>1,039,000</b>
Citation Fee-Housing	173,821	120,000	120,000	120,000
Citation-Safelight	288,874	194,400	170,000	194,400
Citation Fee-Parking	8,683	6,500	6,500	6,500
Police Fees	531	-	-	-
Other-Animal Shelter	16,509	15,000	15,000	15,000

## Revenues

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
Fire Protection	5,490	5,400	5,400	5,400
Hydrant Repairs	7,025	7,000	7,000	7,000
Hazard Spill Clean-Up	(76)	-	-	-
Recreation Revenue	409,743	758,850	543,150	553,500
Dumpster Service	668,607	800,000	746,000	800,000
Roll Out Cart Service	1,873,777	2,100,000	2,025,000	2,100,000
Transfer Station Fee	2,323,148	2,388,000	2,200,000	2,400,000
Recycling Fees	309,372	372,000	360,000	372,000
Sales-Recyclable Items	447	-	-	-
Weed Control Service	65,391	95,000	53,000	53,000
Extra Pickup Service	832	-	-	-
Fee-Finger Print	6,255	5,000	5,000	5,000
Cemetery-Burial	142,100	133,000	133,000	140,000
Cemetery-Lots	31,713	40,000	40,000	40,000
Reconnection	280,401	280,000	280,000	300,000
Parking	1,560	1,500	1,500	1,500
Train Station Expense Recov	65,847	60,000	60,000	60,000
Other-Juvenile Transportation	14	-	-	-
Other-Police Fees	8,700	-	-	-
Parking-City Hall	7,632	7,600	7,600	7,600
Parking-Harambee	768	720	720	1,000
Sales-Material	35,264	41,000	41,000	41,000
Sales Fixed Assets	73,522	75,000	75,000	325,000
<b>Sales &amp; Services Total</b>	<b>6,805,948</b>	<b>7,505,970</b>	<b>6,894,870</b>	<b>7,547,900</b>
Interest	696,057	600,000	800,000	750,000
Interest& Penalties	19,348	20,000	20,000	24,000
<b>Investments Total</b>	<b>715,404</b>	<b>620,000</b>	<b>820,000</b>	<b>774,000</b>
Assessment-Demolition	25,751	40,000	40,000	40,000
Contributions-CATV	-	25,000	35,000	20,000
Contributions-Friends	(113)	250	250	-
Contributions	12,500	33,700	30,700	-
Sponsorships	1,800	11,500	16,500	10,000
Insurance Settlements	11,000	40,030	11,700	11,700
Indirect Cost Recovery	2,182	-	-	-
Rents-Building	39,650	33,600	43,600	45,100
Rents-BTW	3,343	3,300	3,300	3,300
Rents-Mohasco	117,849	118,000	118,000	118,000
Rents-REA	(1,475)	3,600	3,600	3,600
Rents-Region L	33,758	33,600	33,600	9,000
Rents-Judicial Center	33,600	33,600	33,600	33,600
Rents-Transit	21,504	21,500	21,500	21,500
Rents-Lots	72	-	-	-
Rent-Train Station	61,036	55,800	55,800	44,000
Rents-Equipment	10,804	5,700	5,700	6,100
Rents-Sports Complex	-	5,000	5,000	5,000
Rents-Other Facilities	1,095	500	500	500
Telephone-Commissions	323	-	-	-



## Revenues

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
Other-Excess Utility Tax	378,476	400,000	400,000	400,000
Return Check Fees	1,900	2,000	2,000	2,000
Miscellaneous Revenues	436,777	170,605	161,205	156,500
CHAF Program Income	6,469	-	-	-
Entitlement Program	243,837	334,800	334,800	355,220
<b>Miscellaneous Total</b>	<b>1,442,136</b>	<b>1,372,085</b>	<b>1,356,355</b>	<b>1,285,120</b>
Lease Proceeds	725,000	1,087,000	682,000	2,003,000
<b>Leases Total</b>	<b>725,000</b>	<b>1,087,000</b>	<b>682,000</b>	<b>2,003,000</b>
Interfund Transfers	2,449,000	3,000,000	2,950,000	3,238,350
<b>Transfers Total</b>	<b>2,449,000</b>	<b>3,000,000</b>	<b>2,950,000</b>	<b>3,238,350</b>
Fund Balance Appropriated	-	2,263,270	2,263,270	1,600,000
<b>Fund Balance Appropriated Total</b>	<b>-</b>	<b>2,263,270</b>	<b>2,263,270</b>	<b>1,600,000</b>
<b>General Fund Total</b>	<b>42,629,138</b>	<b>48,736,951</b>	<b>48,015,095</b>	<b>50,365,270</b>

### Powell Bill Fund

Interest	128,980	100,000	101,100	100,000
Assessment-Streets	16,134	50,000	25,000	25,000
NCDOT Revenue	25,000	768,000	168,000	204,000
Powell Bill Grant	1,771,157	1,792,380	1,725,365	1,802,000
Fund Balance Appropriated	-	1,351,940	1,351,940	-
Shared Cost Refunds	101,802	-	-	-
<b>Powell Bill Fund Total</b>	<b>2,043,073</b>	<b>4,062,320</b>	<b>3,371,405</b>	<b>2,131,000</b>

### E-911 Fund

Interest	35,523	30,000	45,000	35,000
E-911 Revenue	375,826	350,000	335,000	355,000
<b>E-911 Fund Total</b>	<b>411,350</b>	<b>380,000</b>	<b>380,000</b>	<b>390,000</b>

### Debt Service Fund

Contributions-Electric	656,470	894,850	894,850	321,889
Contributions-Gas	175,058	238,626	238,626	85,837
Contributions-Sewer	1,358,545	1,289,805	1,289,805	1,265,360
Contributions-Water	1,072,655	1,036,487	1,036,487	958,199
<b>Debt Service Fund Total</b>	<b>3,262,728</b>	<b>3,459,768</b>	<b>3,459,768</b>	<b>2,631,285</b>

### General Capital Fund

Intergovernmental Revenues	-	-	6,319	-
Interest	8,881	10,000	10,000	2,000
Transfer Station Fee	323,000	262,400	262,400	262,400
Contributions	1,750	-	-	-
Library Lease Reimbursement	-	338,700	338,700	376,000
Special District Tax	66,384	68,000	68,000	68,000
Vehicle Tax-Special District	1,612	-	-	-
Local Option Sales Tax	560,000	520,000	870,000	626,600

## Revenues

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
Federal Grant-SAFETEA	-	272,000	272,000	50,000
Transfers	15,000	168,000	168,000	-
Lease Proceeds	-	350,000	350,000	440,000
Fund Balance Appropriated	-	334,350	334,350	-
<b>General Capital Fund Total</b>	<b>976,628</b>	<b>2,323,450</b>	<b>2,679,769</b>	<b>1,825,000</b>

### Electric Fund

Utility Sales	76,804,493	83,500,000	80,535,000	80,450,000
Intergovernmental Revenues	250,000	-	-	-
Interest	74,777	60,000	60,000	60,000
Interest/Penalties	245,155	250,000	250,000	272,665
Expense Recovery	465,050	380,000	380,000	400,000
Meter Tampering	2,967	10,000	10,000	10,000
Bad Debt Collected	180,612	155,000	155,000	155,000
Telephone Charges	454,483	471,000	471,000	520,000
Radio Maintenance Fees	287,797	290,000	290,000	307,700
Sale of Material	3,986	232,000	246,200	-
Return Check Fees	40,125	35,000	35,000	35,000
Insurance Settlements	-	238,990	238,986	-
Lease Proceeds	1,491,000	100,000	100,000	1,111,000
Fund Balance Appropriated	-	2,363,678	2,261,370	-
Miscellaneous	(331)	26,160	26,160	-
<b>Electric Fund Total</b>	<b>80,300,112</b>	<b>88,111,828</b>	<b>85,058,716</b>	<b>83,321,365</b>

### Gas Fund

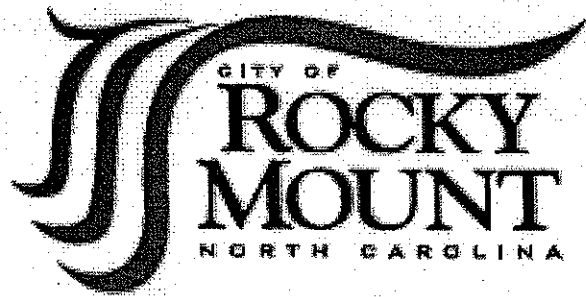
Utility Sales	31,679,844	27,400,000	29,990,000	29,275,000
Interest	141,273	130,000	140,000	150,000
Interest/Penalties	93,223	85,000	85,000	85,000
Expense Recovery	4,745	10,000	14,000	10,000
Return Check Fees	200	-	-	-
Lease Proceeds	-	185,000	185,000	205,000
Fund Balance Appropriated	-	237,000	237,000	324,968
Miscellaneous	-	14,874	14,874	-
<b>Gas Fund Total</b>	<b>31,919,285</b>	<b>28,061,874</b>	<b>30,665,874</b>	<b>30,049,968</b>

### Water Fund

Frontage Fee	58,352	50,000	50,000	50,000
Privilege Fee	20,742	20,000	27,000	20,000
Utility Sales	9,311,154	9,470,000	9,201,000	9,890,000
Service Taps	18,654	17,000	10,000	17,000
Intergovernmental Revenues	-	50,000	50,000	-
Interest	128,166	50,000	119,900	72,000
Interest/Penalties	40,156	35,000	41,000	35,000
Assessment	21,853	10,000	10,000	10,000
Rents-Other Facilities	28,622	28,000	28,000	28,000
Fund Balance Appropriated	-	2,159,620	2,139,620	276,859
Miscellaneous	52,315	55,218	63,450	54,872
<b>Water Fund Total</b>	<b>9,682,615</b>	<b>11,944,838</b>	<b>11,739,970</b>	<b>10,453,731</b>

## Revenues

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Sewer Fund</b>				
Frontage Fee	43,405	20,000	5,000	20,000
Privilege Fee	9,877	-	-	-
Pretreatment Fees	(64,451)	-	4,000	-
Utility Sales	10,128,364	10,812,000	10,731,000	11,000,000
Service Taps	7,108	4,000	4,100	4,000
Interest	39,736	30,000	30,000	30,000
Interest/Penalties	44,733	40,000	40,000	40,000
Contributions	-	-	-	250,000
Assessment	79,526	50,000	2,000	50,000
Return Check Fees	25	-	-	-
Loan Proceeds	631,211	210,900	2,771,806	-
Lease Proceeds	-	-	-	1,285,000
Fund Balance Appropriated	-	4,415,325	2,137,581	-
Miscellaneous	107,695	142,048	144,048	114,636
<b>Sewer Fund Total</b>	<b>11,027,229</b>	<b>15,724,273</b>	<b>15,869,535</b>	<b>12,793,636</b>
<b>Stormwater Fund</b>				
Utility Sales	2,673,764	2,600,000	2,680,000	2,712,000
Interest	64,957	65,000	80,000	61,000
Interest/Penalties	12,150	11,000	14,000	11,000
Transfers	700,000	510,000	510,000	300,000
Lease Proceeds	210,000	290,000	290,000	357,000
Fund Balance Appropriated	-	869,650	869,650	-
<b>Stormwater Fund Total</b>	<b>3,660,870</b>	<b>4,345,650</b>	<b>4,443,650</b>	<b>3,441,000</b>
<b>Total Annual Operating Budget (Subtotal)</b>	<b>185,913,028</b>	<b>207,150,952</b>	<b>205,683,783</b>	<b>197,402,255</b>
<b>Canteen Fund</b>				
Canteen Accounts	586,925	739,524	721,840	677,100
<b>Canteen Fund Total</b>	<b>586,925</b>	<b>739,524</b>	<b>721,840</b>	<b>677,100</b>
<b>Risk Management Fund</b>				
Insurance Premiums	4,288,691	5,484,800	5,460,000	5,484,800
Stop Loss	343,938	-	-	-
Miscellaneous	122,249	-	-	-
<b>Risk Management Fund Total</b>	<b>4,754,878</b>	<b>5,484,800</b>	<b>5,460,000</b>	<b>5,484,800</b>
<b>Adopted Budget Total</b>	<b>191,254,832</b>	<b>213,375,276</b>	<b>211,865,623</b>	<b>203,564,155</b>



## Expenditures

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>General Fund</b>				
Mayor and Council	330,431	851,634	791,578	1,446,034
Community Services	800,870	1,045,430	909,729	769,030
City Clerk	203,817	227,043	212,257	219,042
City Manager				
City Manager	556,551	550,661	492,139	560,437
Public Affairs	102,891	114,909	107,475	130,729
Downtown Development	93,642	130,969	121,041	115,115
City Manager Total	753,084	796,539	720,655	806,281
Human Resources	593,119	1,334,004	1,336,362	1,457,607
Human Relations	253,486	226,743	207,837	299,036
Finance				
Administration	145,247	194,402	134,282	203,231
Accounting	77,064	126,783	75,175	128,775
Purchasing	98,301	87,544	82,299	95,620
Utility Business Office	(46,106)	175,067	(33,058)	116,473
Information Systems	(211,713)	637,410	84,876	48,830
Finance Total	62,793	1,221,206	343,574	592,929
Central Services				
Print Shop	91,318	20,500	3,000	25,500
Property & Risk Management	369,244	450,214	438,712	474,984
Judicial Center	220,571	234,335	229,904	236,710
Central Services Total	681,133	705,049	671,616	737,194
Police				
Administration	548,906	606,051	603,907	681,792
Administrative Services	914,064	1,004,239	967,635	1,699,560
Staff Services	1,798,615	1,854,261	1,699,647	1,957,919
Uniformed Operations	6,381,630	6,797,531	6,416,117	6,500,118
Investigative Services	1,173,944	1,231,236	1,183,434	1,440,277
Police Total	10,817,160	11,493,318	10,870,739	12,279,666
Fire				
Administration	475,961	550,593	529,376	558,945
Operations	7,935,391	7,746,822	7,478,806	7,839,373
Life Safety & Emergency	466,126	515,062	535,701	593,627
Support Services	344,513	394,210	368,086	393,694
Fire Total	9,221,991	9,206,687	8,911,969	9,385,639

## Expenditures

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Public Works</b>				
Administration	176,885	184,849	173,137	200,871
Streets & Right of Way	1,819,913	1,815,737	1,249,678	2,256,137
Fleet Maintenance	464,811	510,363	437,752	449,570
Environmental Services	5,773,921	6,753,532	6,174,218	7,545,652
Community Code	815,153	932,530	885,574	838,490
Public Works Total	9,050,682	10,197,011	8,920,359	11,290,720
<b>Engineering</b>				
Administration	425,489	533,516	474,359	542,307
Traffic	587,104	647,527	604,685	642,141
Engineering Total	1,012,593	1,181,043	1,079,044	1,184,448
<b>Parks &amp; Recreation</b>				
Administration	330,779	341,986	316,428	323,778
Athletics	467,701	491,780	464,616	459,706
Amusement & Special Events	129,202	125,163	121,716	123,425
Neighborhood Programs	512,467	523,682	509,831	547,163
Senior Programs	281,269	1,069,879	1,067,426	565,012
Cemetery	354,219	405,271	380,959	403,600
Outdoor Programs	233,840	236,281	235,290	233,380
Parks Maintenance	1,538,402	1,546,656	1,474,017	1,643,054
Museum	433,911	443,647	419,403	493,773
Cultural Arts	1,349,914	703,505	676,949	687,713
Sports Complex	1,097,560	1,419,216	1,424,942	1,392,241
Imperial Centre Buildings	303,820	1,419,198	1,466,749	1,368,331
Parks & Recreation Total	7,033,085	8,726,264	8,558,326	8,241,176
<b>Planning</b>				
Administration	492,675	561,944	445,232	490,820
Inspections	611,676	578,217	581,968	750,428
Community Development	306,319	384,819	360,037	415,220
Planning Total	1,410,670	1,524,980	1,387,237	1,656,468
<b>General Fund Total</b>	<b>42,224,913</b>	<b>48,736,951</b>	<b>44,921,282</b>	<b>50,365,270</b>
<b>Powell Bill Fund</b>				
Capital Projects	2,044,411	4,062,320	3,462,320	2,131,000
Powell Bill Fund Total	2,044,411	4,062,320	3,462,320	2,131,000
<b>E-911 Fund</b>				
E-911 Maintenance	203,789	380,000	360,000	390,000
E-911 Fund Total	203,789	380,000	360,000	390,000
<b>Debt Service Fund</b>				
E-911 Maintenance	3,262,728	3,459,768	3,459,768	2,631,285
Debt Service Fund Total	3,262,728	3,459,768	3,459,768	2,631,285

## Expenditures

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>General Capital Fund</b>				
Downtown Development	-	340,000	340,000	-
General	136,122	35,237	45,000	105,000
Public Safety	65,665	884,350	784,350	455,000
Parks & Recreation	1,251,939	1,027,163	1,004,100	1,165,000
Economic Development	2,542	36,700	50,000	100,000
<b>General Capital Fund Total</b>	<b>1,456,268</b>	<b>2,323,450</b>	<b>2,223,450</b>	<b>1,825,000</b>
<b>Electric Fund</b>				
Administration	233,259	322,027	301,977	365,821
Communications Support	600,903	643,222	638,722	692,643
Electric Distribution	73,133,621	82,666,509	78,427,896	77,331,755
Energy Services	1,245,552	1,362,652	1,301,289	1,580,204
Engineering	-	-	-	1,274,942
Electric Capital	2,100,376	3,117,418	3,143,050	2,076,000
<b>Electric Fund Total</b>	<b>77,313,711</b>	<b>88,111,828</b>	<b>83,812,934</b>	<b>83,321,365</b>
<b>Gas Fund</b>				
Gas Distribution	31,923,357	27,211,874	29,218,525	29,149,968
Gas Capital	1,074,490	850,000	850,000	900,000
<b>Gas Fund Total</b>	<b>32,997,847</b>	<b>28,061,874</b>	<b>30,068,525</b>	<b>30,049,968</b>
<b>Water Fund</b>				
Administration	3,507	(6,500)	(9,950)	-
Technical Services	(74,673)	(17,830)	(86,925)	-
Treatment Services	6,180,759	6,775,837	6,781,910	7,022,659
Water Services	2,554,906	2,437,381	2,407,484	2,486,072
Water Capital	2,068,226	2,755,950	2,725,866	945,000
<b>Water Fund Total</b>	<b>10,732,725</b>	<b>11,944,838</b>	<b>11,818,385</b>	<b>10,453,731</b>
<b>Sewer Fund</b>				
Wastewater Treatment	6,934,432	7,779,109	7,507,855	7,791,050
Sewer Services	2,452,283	2,623,289	2,555,549	2,766,586
Sewer Capital	2,803,810	5,321,875	5,193,055	2,236,000
<b>Sewer Fund Total</b>	<b>12,190,525</b>	<b>15,724,273</b>	<b>15,256,459</b>	<b>12,793,636</b>
<b>Stormwater Fund</b>				
Administration	832,395	770,369	733,281	717,401
Operations	1,850,733	2,152,081	2,029,745	2,073,599
Stormwater Capital	255,969	1,423,200	1,206,300	650,000
<b>Stormwater Fund Total</b>	<b>2,939,097</b>	<b>4,345,650</b>	<b>3,969,326</b>	<b>3,441,000</b>
<b>Total Annual Operating Budget (Subtotal)</b>	<b>185,366,013</b>	<b>207,150,952</b>	<b>199,352,449</b>	<b>197,402,255</b>

## Expenditures

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Canteen Fund</b>				
Canteen	216,686	739,524	207,020	677,100
<b>Canteen Fund Total</b>	<b>216,686</b>	<b>739,524</b>	<b>207,020</b>	<b>677,100</b>
<b>Risk Management Fund</b>				
Risk Management	5,214,519	5,484,800	4,900,000	5,484,800
<b>Risk Management Fund Total</b>	<b>5,214,519</b>	<b>5,484,800</b>	<b>4,900,000</b>	<b>5,484,800</b>
<b>Grand Total</b>	<b>190,797,219</b>	<b>213,375,276</b>	<b>204,459,469</b>	<b>203,564,155</b>



# Utilities Strategic Plan

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Publicly owned utilities across the country are facing a variety of economic challenges and societal pressures. Here in Rocky Mount, we have four utilities that provide reliable and quality energy and resource services: electric, gas, water and wastewater. In this era of change and uncertainty in the energy industry, utilities such as the City of Rocky Mount Public Utilities, which have built a solid track record of performance, cannot rely on its past performance and past customer loyalty to sustain the organization.

In 1995, the leadership of the City of Rocky Mount and its public utilities chose to embark on a strategic management process that will allow the City to pursue its concept of “one utility—one future” and together to “learn its way to the future.” Since that time, cross-functional teams have worked on various action plans developed to support the City’s vision “To be the leader in service, performance and innovation.”

The current phase of activities consists of a number of initiatives, including:

- Development and implementation of a user group for the Customer Information System.
- Improvements to the utilities dispatch system.
- Development and implementation of a mission/goal based measurement scorecard.
- Implementation of a work order system to support and supplement benchmarking and existing MIS data.

For more information, see the complete Utilities Strategic Plan.

# **Focus Areas and Action Plans**

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On March 31, 1997, Mayor Frederick E. Turnage and members of the City Council developed and adopted a Vision Statement for the City of Rocky Mount which reflects what they desire our City to be in the future. To help realize the Vision, the City Council identified specific Focus Areas as their priorities in the years ahead, along with the Action Plans, as outlined in the following pages.

## **Vision of the City of Rocky Mount**

Rocky Mount is a City composed of people of diverse backgrounds, heritages and interests with a shared sense of values, stewardship and community.

It is a City where all citizens have the opportunity to realize their full potential through individual initiative and community support.

Its citizens enjoy and value the benefits of efficient, cost-effective and responsive public services, and a strong and diversified economy and superior cultural and educational resources.

Rocky Mount recognizes and appreciates its history while responding to the challenges and opportunities of regional and global change in a proactive and realistic manner.

## **Focus on Economic Development**

Rocky Mount aspires to be a progressive and growing city with ample opportunities for its citizens to prosper and enjoy a high standard of living. Private sector commerce with productive and profitable business and industry is vital to the future prosperity and development of the city and region.

In order to create and maintain a strong and diversified local economy, existing businesses must succeed, new and better jobs must be created and new capital investment must be secured.

The City of Rocky Mount will develop and implement a plan to be a leader in (1) establishing a positive business climate; (2) providing quality public services and utilities necessary for growth; (3) investing in the community infrastructure; (4) assisting in the creation, retention and expansion of local businesses; and (5) working cooperatively with its regional partners in attracting new business and industry to the area.

### **GOAL 1: Promote a Positive Business Climate in Rocky Mount**

#### **Action Plan:**

- A. Provide quality, reliable and competitively priced public utilities by implementing the Rocky Mount Public Utility Strategic Plan.
- B. Facilitate and encourage development through effective, helpful, responsive, and reasonable regulatory and review procedures and policies.
- C. Maintain productive and supportive business-government relationship and cooperation in community affairs and activities.
- D. Plan for and invest in a well-rounded public infrastructure.
- E. Maintain local fiscal, political and economic stability and a positive local government image.
- F. Revitalize the central city and reverse negative perception of deterioration.

### **GOAL 2: Provide Quality Public Services and Utilities Necessary for Growth**

#### **Action Plan:**

- A. Provide sufficient water supply for the area by:
  - 1. implementing the Tar River Reservoir Water Supply Management Plan,

# Focus Areas and Action Plans

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2. initiating conceptual planning for the Roanoke River water supply,
3. evaluating the potential for a "reuse" water system
- B. Regularly expand the boundaries of the city as growth and development occurs through adjustments of the ETJ and annexations.
- C. Facilitate growth and development in selected undeveloped and underdeveloped areas through utility system extensions
- D. Increase and influence growth and development through the adoption of a comprehensive plan and utility extension policies.
- E. Position the City of Rocky Mount Public Utilities to succeed in the future by implementing the Utility Strategic Plan.

## **GOAL 3: Invest in the Community Infrastructure**

### Action Plan:

- A. Concurrently with preparation of the City's Comprehensive Plan, prepare long-range system plans for:
  1. electric and gas systems
  2. water and sewer systems
  3. drainage system
  4. thoroughfare and transportation systems
  5. transit system
  6. open space, parks and recreation facilities
  7. central city
  8. Rocky Mount-Wilson Airport
- B. Proceed immediately with construction of vital public facilities including:
  1. New library
  2. Transportation Center
  3. Greenway
  4. Martin Luther King Park
- C. Initiate, participate in, and assist with comprehensive central city revitalization
- D. Pursue joint public-private development of a civic center.
- E. Eliminate neighborhood and housing deficiencies through implementation of CDBG Consolidated Plan and comprehensive code enforcement.
- F. Participate in the development of a quality business park in the city.
- G. Initiate the development of a community technology plan.
- H. Assist the private sector and both counties in improving local school systems and facilities.
- I. Encourage public and private providers to improve and expand health care services and facilities.

## **GOAL 4: Assist in the Creation, Retention and Expansion of Local Businesses**

### Action Plan:

- A. Implement the CRMPU's key customer program.
- B. Partner with the Chamber of Commerce and Carolinas Gateway Partnership in developing and implementing an expanded existing industry and business program.
- C. Extend utilities to undeveloped and underdeveloped areas to facilitate growth and expansion.
- D. Actively pursue the construction of a civic center.
- E. Assist the Chamber of Commerce with expansion of travel and tourism programs and facilities.

## **GOAL 5: Work Cooperatively with Regional Partners to Attract New Business and Industry to the Area.**

### Action Plan:

- A. Actively participate in and provide leadership and support to the Carolina's Gateway Partnership (CGP).
- B. Assist CGP in developing a marketing plan for Rocky Mount.
- C. Assist CGP in developing an incentive policy for new business and industry.
- D. Appropriately invest in necessary incentives to attract new business and industry to include extension of utilities to industrial parks.
- E. Continue Small Business Recruitment Program.
- F. Prepare and adopt statement of the City's goals and objectives and priorities for economic development.

# Focus Areas and Action Plans

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## **Focus on Building Relationships**

Rocky Mount is a community where differences are embraced, individual values are respected and concerns are shared regardless of position of geographic location. Members of the City Council collectively represent the community and are sensitive to the diversity of all its citizens and neighboring communities.

Inclusiveness, trust and respect among members is vital to sustaining confidence and trust in government to constituents and other governmental entities.

The Rocky Mount City Council will lead by example to (1) build strong internal and external relationships and communication; (2) strengthen relationships with other governmental entities; (3) encourage public involvement and participation; and (4) make sound decisions based on the good of the entire community.

### **GOAL 1: Build Strong Internal and External Relationships and Communications**

#### **Action Plan:**

- A. The Mayor and City Council members will participate in the following:
  - 1. Orientation for newly elected officials
  - 2. Orientation for new employees
  - 3. Neighborhood, church and civic club meetings.
- B. The Mayor and City Council members will meet periodically with Chairpersons of City Boards, Commissions and Committees.
- C. Encourage periodic updates on all projects underway in each City department.
- D. Educate the public of the role and areas of responsibility of the Mayor and City Council.
- E. Develop a Citizen Response Line.
- F. Review new avenues to get information to the press.
- G. Dedicate time to discuss the role and function of City Departments and Operations and the City Manager's philosophy.

### **GOAL 2: Strengthen and Maintain Relationships with other Governmental Entities**

#### **Action Plan:**

- A. Be open and available for communication and discussion to all.
- B. Encourage and support Mayor and City Council Members to be active in state and regional organizations.
- C. Meet periodically with Nash and Edgecombe County Commissioners, Legislators, Congress Members, representatives on State Boards and members of area municipalities.
- D. Become more aware of County matters that impact our City and encourage the City Manager to periodically report on County matters.

### **GOAL 3: Encourage Public Involvement and Participation**

#### **Action Plan:**

- A. Consider conducting informational meetings in neighborhoods.
- B. Encourage the Mayor and City Council Members to actively solicit individuals to serve on City Boards, C. Commissions and Committees.
- D. Conduct public hearings with a sensitivity to citizen's concerns and assisting citizens to understand the public hearing process and its purpose.
- E. Produce a brochure on City Boards, Commissions and Committees.
- F. Encourage the paper to periodically highlight a City Board, Commission or Committee.
- G. Continue publishing the agenda on C.I.T.Y. TV 19

# **Focus Areas and Action Plans**

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## **GOAL 4: Make Decisions Based on the Overall Good of the Community**

### Action Plan:

- A. Insist upon making decisions based on the best and most accurate information available.
- B. Hear all sides of the issue and keep an open mind before making decisions.
- C. Recognize representations of individual wards, but make decisions guided by community good.

## **Focus on City Services, Organization and Infrastructure**

To be recognized as a progressive and livable community where government is respected for responsiveness to its citizens, City services must be equitable, efficient, effective and customer focused. Emphasis on maintaining and expanding the public infrastructure is also required to meet current and future community needs.

In order to provide quality public facilities and services, employees, management and elected officials must work together to create and maintain an organizational commitment to superior performance, exceptional customer service, and the attainment of goals and objectives.

To achieve this level of excellence, the City of Rocky Mount will develop and implement a plan to assess, measure, and improve service delivery and infrastructure through investment and allocation of resources, efficient and cost-effective operations, innovation, technology, and responsiveness to change.

## **GOAL 1: Improve City Service Delivery**

### Action Plan

- A. Increase employee skills and knowledge base.
- B. Monitor the marketplace to assess the City's competitive position with respect to the delivery of various services.
- C. Solicit citizen support for Services.
- D. Develop a performance measurement system for all City.

## **Goal 2. To Maintain and Organizational Commitment to Superior Performance and Exceptional Customer Service**

### Action Plan

- A. Implement FOCUS (For Our Customers...Ultimate service)
- B. Implement aggressive training program
- C. Provide a diverse training program

## **Goal 3. Improve, Maintain and Develop City Infrastructure**

### Action Plan

- A. Develop policies governing the expansion of the City's infrastructure (related particularly to water, sewer, and street improvements) that allow the City to guide development.
- B. Coordinate with Nash and Edgecombe Counties on planning infrastructure improvements.
- C. Develop a five year plan for the maintenance and expansion of the City's infrastructure that is fundable without incurring long term debt obligations.

## **Focus on Neighborhoods**

Rocky Mount aspires to be a city with safe, secure and attractive neighborhoods where community identity and pride is evident and cultural diversity is celebrated.

# Focus Areas and Action Plans

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In order to preserve, protect, restore and revitalize neighborhoods in Rocky Mount, a concerted effort of our citizens with the support of City leaders, City employees, non-profit organizations and corporate citizens is required.

The City of Rocky Mount will develop and implement a plan to assist in the improvement, revitalization and preservation of neighborhoods, which will include an emphasis on housing, public safety, infrastructure, open space and recreation, community appearance and neighborhood services.

## **GOAL 1: Enhance community pride and neighborhood identity**

### Action Plan:

- A. Strengthen the Minimum Housing Code.
- B. Provide leadership development training for neighborhood organizations.
- C. Expedite process for bringing houses up to standards.
- D. Remove slum and blight.
- E. Update Open Space Plan.
- F. Review recreational programs and enhance and implement appropriate changes.
- G. Formalize Historic Preservation Commission.
- H. Reinstitute Improvement awards - Chamber.
- I. Review programs for teens such as hosting teen summit; utilizing the Youth Council; and developing teen centers.
- J. Revitalize Downtown
- K. Develop neighborhood plans.
- L. Identify sources of funds for loans to investors.
- M. Utilize facilities, students and faculty at NC Wesleyan

## **GOAL 2: Insure that all citizens of Rocky Mount live and work in safe and secure neighborhoods.**

### Action Plan:

- A. Organize Community Watch.
- B. Implement city wide community policing; implement beat structure and enforce truancy laws.
- C. Establish after-school programs.
- D. Purchase Mobile Police Station.
- E. Establish Citizen Police Academy.
- F. Explore different policing techniques.
- G. Develop more aggressive crime prevention program.
- H. Review street lights policy; research type of lights; and utilize brighter lights.
- I. Discourage non-conforming commercial uses.
- J. Remove drug, alcohol and crack houses.
- K. Educate and empower neighborhoods.
- L. Adopt Fire Code.

## **GOAL 3: Encourage the preservation, restoration, and revitalization of all neighborhoods.**

### Action Plan:

- A. Identify economic incentive; seek grant funds; and Utilize CDBG funds on distressed neighborhoods.
- B. Seek technical assistance funds to assist owners.
- C. Educate public on value of preservation.
- D. Encourage home ownership.
- E. Develop neighborhood plans.
- F. Consider impact of future development.
- G. Review existing public facilities and enhance as appropriate.
- H. Emphasize history and notable personality of Rocky Mount.
- I. Encourage community involvement.
- J. Encourage new development in existing neighborhoods.
- K. Encourage sidewalks in new developments.

# CIP Summary - Introduction

In March 2007, staff presented the Proposed 2008-2012 Capital Improvement Program (CIP) to City Council for their review and approval. As mentioned in the Budget Development section, the CIP serves as the City's planning guide for decision making and resource allocation on major durable infrastructure and equipment projects. These projects typically involve expenditures of more than \$50,000 with a "useful life" of more than three years.

The CIP provides projections on project expenditures and necessary revenues on an annual basis, starting with FY 2007-2008 and ending at FY 2011-12. The amounts provided in FY 2007-2008 represent the proposed Capital Budget for consideration as part of the next Annual Operating Budget. Modifications are made in order to comply with resource limitations and other necessary activities. As a result, reductions in appropriations were made to the following projects:

Category	Project	Original CIP Amount for FY 2007-2008	FY 2007-2008 Adopted Appropriation	Impact
General	Field Service Complex	\$95,000	\$25,000	Delay construction
General	Housing Incentives	\$100,000	\$0	Deferred to demolition
General	Happy Hill Redevelopment	\$345,000	\$320,000	Reduction in planning and acquisition
General	Inner City Neighborhood Housing	\$100,000	\$0	Deferred to demolition
Public Safety	Police Vehicle Replacement	\$350,000	\$315,000	Fewer vehicles added
Public Safety	Public Safety Training Facility	\$40,000	\$15,000	Reduce scope of planning
Parks & Recreation	City Lake Improvements	\$50,000	\$0	Delay pole light replacement
Electric	Distribution System Improvements	\$200,000	\$150,000	Reduced scope of work
Electric	Utility GIS & Dispatching System	\$100,000	\$65,000	Extend project
Electric	Transmission Pole Replacement	\$150,000	\$125,000	Reduce scope of work
Electric	Sectionalizing Plan – Electric	\$100,000	\$75,000	Reduce scope of work

In addition, appropriations for some projects are made above the level proposed in the original CIP.

Category	Project	Original CIP Amount for FY 2007-2008	FY 2007-2008 Adopted Appropriation	Reason
General	Crossing @ 64	\$300,000	\$350,000	Project needs
Parks & Recreation	Veterans' Memorial @ Jack Laughery Park	\$350,000	\$525,000	Increased construction costs
Public Works	Transfer Station Refurbishing	\$0	\$375,000	FY 06-07 project delayed to FY 07-08
Public Works	Salt Bin Improvements	\$0	\$150,000	FY 06-07 project delayed to FY 07-08

# CIP Summary - Introduction

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The CIP summary reports that follow represent the funding for these projects as amended to reflect to FY 2007-2008 Adopted Budget. Several projects listed in the CIP are appropriated as multi-year project ordinances through funds that are not part of the annual operating budget process. As indicated below, the Adopted Budget includes funding for the general government obligation to some of these projects, appropriated as fund transfers.

<b>Category</b>	<b>Project</b>	<b>Total Project Amount for FY 2007-2008</b>	<b>FY 2007-2008 Adopted Appropriation</b>	<b>Description</b>
General	Happy Hill Redevelopment	\$320,000	\$100,000	Transfer from General Fund for planning and acquisition
Downtown	Douglas Block Improvements	\$2,540,000	\$70,000	Transfer from General Capital Fund for planning and Section 108 Loan repayment
Downtown	Downtown Enhancements SAFETEA Project	\$591,000	\$163,000	Transfers from General Capital and Powell Bill Funds for planning



# CIP Summary - General Capital

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
<b>FUNDING SOURCES:</b>				
Grants	\$3,451,200	\$13,223,900	\$2,136,755	
Capital Reserves	\$100,000	\$500,000	\$500,000	
Debt Proceeds	\$2,868,000	\$12,216,000	\$1,564,100	
General Fund Contribution	\$2,703,800	\$12,632,100	\$2,092,711	
Enterprise Fund Contribution	\$0	\$0	\$0	
<b>TOTAL</b>	<b>\$9,123,000</b>	<b>\$38,572,000</b>	<b>\$6,293,566</b>	

## PROJECT DESCRIPTIONS:

### GENERAL

Field Service Complex Improvements	\$95,000	\$195,000	\$15,000	\$0
<i>Expansion of parking areas for privately owned vehicles of City employees.</i>				
Braswell Library Debt Payments	\$672,000	\$1,948,000	\$694,100	\$0
<i>Repayment of construction loans for Braswell Memorial Library. Facility jointly funded by City of Rocky Mount, Nash County, and Edgecombe County. City is reimbursed from Nash and Edgecombe Counties for their share of debt payments, which continue until FY 2009-2010.</i>				
Crossing at 64 Project	\$300,000	\$300,000	\$0	\$0
<i>Loan from City to Rocky Mount Edgecombe Community Development Corporation (RMECDC) for assisting with development of the Crossing at 64 retail center.</i>				
Train Station Cooling Tower	\$80,000	\$80,000	\$0	\$0
<i>Immediate replacement of main operating tank, valving, and piping of the cooling tower at the train station building due to heavy corrosion.</i>				
City Hall/HVAC (Chiller) Replacement	\$0	\$150,000	\$0	\$0
<i>Systematic replacement of two 180-ton chillers that service City Hall's HVAC system. Project includes upgrade of HVAC equipment room to meet building code requirements.</i>				
City Hall Reroof	\$0	\$240,000	\$0	\$0
<i>Complete renovation of roof systems for both the Administrative Complex and Police Department.</i>				
Opportunities Indust. Center (OIC) Building Repairs	\$0	\$0	\$20,000	\$0
<i>Ongoing repair of OIC (Booker T. Washington High School) due to age and lack of comprehensive renovation.</i>				
Housing Incentives	\$100,000	\$650,000	\$175,000	\$0
<i>Funds intended to induce investment in housing in inner-city neighborhoods by non-profit agencies.</i>				
BTW High School Redevelopment	\$50,000	\$2,050,000	\$0	\$0
<i>Comprehensive renovation of Booker T. Washington High School. Following project completion, property will be given to OIC, eliminating City's long term maintenance responsibility.</i>				
Happy Hill Redevelopment	\$345,000	\$445,000	\$0	\$0
<i>Implementation of the redevelopment of the Happy Hill neighborhood.</i>				
Inner City Neighborhood Housing	\$100,000	\$650,000	\$36,500	\$0
<i>Funds provided to leverage investment for affordable housing in inner-city neighborhoods, resulting in increased valuations and greater community stability.</i>				
Parking Lots	\$0	\$330,000	\$0	\$0
<i>Acquisition and resurfacing of Western Avenue parking lot, which has been leased by the City for more than 50 years and is in need of improvement.</i>				

# CIP Summary - General Capital

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
Planning and Development Renovation	\$0	\$50,000	\$0	\$0
<i>Expansion and renovation of Inspection Services area to provide customer service work areas for staff most involved with the general public, along with expansion of the Planning/Community Development administrative area.</i>				
<b>Sub-total, General</b>	<b>\$1,742,000</b>	<b>\$7,088,000</b>	<b>\$940,600</b>	<b>\$0</b>
<b>TRANSIT</b>				
Transit Vehicle Acquisition (Tar River Transit Vans)	\$210,000	\$1,050,000	\$210,000	\$0
<i>Annual staggered replacement of TRT's rural transportation van fleet.</i>				
Transit Benches and Shelters	\$36,000	\$36,000	\$22,000	\$0
<i>Installation of benches and shelters at locations of high transit activity.</i>				
Transit Bus Major Maintenance Items	\$273,000	\$1,440,000	\$265,000	\$0
<i>Preventative maintenance costs associated with provision of public transportation services, including routine vehicle maintenance and facility maintenance.</i>				
Transit Shuttle Bus Procurement	\$0	\$25,000	\$120,950	\$0
<i>Routine, staggered replacement of revenue-route shuttle buses.</i>				
Transit - Resurface Coastline Street	\$0	\$0	\$39,500	\$0
<i>Resurfacing of Coastline Street, which is the entrance and exit of the TRT main facility.</i>				
Transit Service Vehicle	\$0	\$72,000	\$0	\$0
<i>Purchase of service vehicle (FY 2010-11), to be equipped in a manner to allow maintenance personnel to correct minor road calls on scene, eliminating potential transit service interruption.</i>				
Bus Purchase Loan Repayment	\$23,000	\$23,000	\$191,316	\$0
<i>Repayment of DOT loan for the local match required to purchase seven Orion buses.</i>				
Transit Vehicle Wash	\$0	\$313,000	\$0	\$0
<i>Purchase of automated drive-thru vehicle wash for buses (FY 2010-11).</i>				
Transit Lift	\$0	\$0	\$40,000	\$0
<i>Purchase of portable lift to service transit vehicles.</i>				
Bus Storage Facility	\$0	\$375,000	\$0	\$0
<i>Construction of metal frame storage building (FY 2008-09) with two enclosed bays for repair and storage of seven 30-foot buses and two smaller (cutaway) transit vehicles.</i>				
<b>Sub-total, Transit</b>	<b>\$542,000</b>	<b>\$3,334,000</b>	<b>\$888,766</b>	<b>\$0</b>
<b>DOWNTOWN</b>				
Downtown Bicycle and Pedestrian Walkway	\$0	\$500,000	\$0	\$0
<i>Construction of a downtown bicycle and pedestrian walkway (FY 2009-10) funded by NCDOT in conjunction with other projects identified during the Traffic Separation Study (TSS).</i>				
Douglas Block Redevelopment	\$2,540,000	\$4,178,000	\$187,000	\$0
<i>Implementation of the redevelopment of the Douglas Block area in Downtown Rocky Mount as mixed-use area.</i>				

# CIP Summary - General Capital

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
Downtown Enhancements SAFETEA Project <i>Improvement of Downtown Rocky Mount, including implementation of a streetscape redesign.</i>	\$591,000	\$5,609,000	\$224,000	\$0
<b>Sub-total, Downtown</b>	<b>\$3,131,000</b>	<b>\$10,287,000</b>	<b>\$411,000</b>	<b>\$0</b>
<b>Sub-total, General, Downtown, &amp; Transit</b>	<b>\$5,415,000</b>	<b>\$20,709,000</b>	<b>\$2,240,366</b>	<b>\$0</b>

## PUBLIC SAFETY

Police Vehicle Replacement <i>Annual, staggered replacement of patrol vehicles.</i>	\$350,000	\$1,934,000	\$345,100	\$0
Police Department Building Improvements <i>Large scale renovation of facilities and addition of security card access system. Design scheduled for FY 2011-12.</i>	\$0	\$50,000	\$0	\$0
Equipment Replacement - Fire <i>Staggered replacement of major firefighting equipment. FY 2007-08 funding covers replacement of active-fleet 1992 Pumper. Replaced Pumper will be transferred to stand-by fleet, allowing for retirement of 1983 Open Cab Pumper not in NFPA compliance.</i>	\$440,000	\$2,580,000	\$350,000	\$0
Headquarters Fire Station Improvements <i>Replacement of roof (FY 2010-11) and design and construction (Future) of classroom and storage space and office renovation.</i>	\$0	\$100,000	\$0	\$2,000
Repairs/Construction - Fire Station 6 <i>Renovation and mold remediation, enabling reutilization. Facility reopened spring 2007.</i>	\$0	\$0	\$200,000	\$0
Fire Department Administrative Offices <i>Complete renovation of rear portion of Life Safety Emergency Management Complex (FY 2010-11) and relocation of Fire Chief, Assistant Fire Chief, and Administrative Secretary to same facility.</i>	\$0	\$200,000	\$0	\$0
Public Safety Training Facility <i>Determine feasibility of current COG Facility for reutilization as combined public safety training facility.</i>	\$40,000	\$380,000	\$0	\$25,000
Fire Station Location <i>Construction of additional fire station (FY 2008-09) to serve and reduce response time on western side of Rocky Mount.</i>	\$0	\$1,510,000	\$0	\$751,000
<b>Sub-total, Public Safety</b>	<b>\$830,000</b>	<b>\$6,754,000</b>	<b>\$895,100</b>	<b>\$778,000</b>

## PARKS AND RECREATION

Imperial Centre for Arts and Sciences <i>Provide funding to establish operating reserves for the Imperial Centre.</i>	\$100,000	\$525,000	\$100,000	\$1,100,000
Rocky Mount Sports Complex <i>Continue development of complex, opened fall 2006. Phase II includes construction of soccer/football fields and other amenities</i>	\$250,000	\$550,000	\$550,000	\$250,000
Sunset Park Improvements <i>Continue improvements to Sunset Park by restoring tennis courts (FY 2010-11).</i>	\$0	\$320,000	\$0	\$0
City Lake Improvements <i>Replace pole lights around lake and fountain.</i>	\$50,000	\$100,000	\$0	\$0
Restroom Facilities for Parks <i>Construction restroom facilities at City Lake Park (FY 2009-10).</i>	\$0	\$60,000	\$0	\$0
BBQ Park <i>Develop new BBQ Park in conjunction with Nash County.</i>	\$0	\$100,000	\$50,000	\$0

# CIP Summary - General Capital

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
Gymnasiums and / or Community Centers <i>Maintain City-owned recreation facilities. FY 2007-08 funding for replacement of roof at RM Wilson Gymnasium.</i>	\$150,000	\$250,000	\$120,000	\$0
Park Improvements <i>Improve City-owned park facilities. FY 2007-08 funding for development of new Battleboro Park.</i>	\$150,000	\$400,000	\$175,000	\$0
Senior Center <i>Continue development of Senior Center, opened May 31, 2006.</i>	\$50,000	\$150,000	\$40,000	\$275,000
Senior Center - Building Payments <i>Fund purchase of Senior Center from YMCA on annual basis until FY 2011-12. Half of payments funded with occupancy tax revenue.</i>	\$200,000	\$1,000,000	\$700,000	\$0
Cemetery Improvements <i>Facility improvements at Pineview, Northeastern, and Battleboro Cemeteries, including ditch improvements (FY 2008-09).</i>	\$0	\$60,000	\$25,000	\$0
Sports Complex Equipment <i>Purchase equipment for new Sports Complex.</i>	\$0	\$0	\$84,000	\$0
Vehicle Replacement - Parks <i>Ongoing replacement of capital equipment for Parks and Recreation (Backhoe, FY 2008-09).</i>	\$0	\$55,000	\$0	\$0
Building Demolition <i>Demolition of old Playhouse Theatre (FY 2010-11).</i>	\$0	\$80,000	\$0	\$0
Veterans' Memorial @ J.Laughery Park <i>Construction of Rocky Mount Veterans Memorial, to be funded from public contributions.</i>	\$350,000	\$350,000	\$50,000	\$0
<b>Sub-total, Parks and Recreation</b>	<b>\$1,300,000</b>	<b>\$4,000,000</b>	<b>\$1,894,000</b>	<b>\$1,625,000</b>

## PUBLIC WORKS

Equipment Replacement - Streets <i>Scheduled replacement of capital equipment for streets and right-of-way division.</i>	\$388,000	\$1,751,000	\$260,000	\$0
Equipment Replacement - Environ. Services <i>Scheduled replacement of capital equipment for environmental services division.</i>	\$700,000	\$4,025,000	\$429,100	\$0
Reroof of Fleet Maintenance Building <i>Replacement of roof at Fleet Maintenance Building (FY 2009-10).</i>	\$0	\$145,000	\$0	\$0
Transfer Station Refurbishing <i>Replacement of "wear slab" floor at waste transfer station.</i>	\$0	\$0	\$375,000	\$0
Environ. Services Area Improvements <i>Paving and additional parking areas at Environmental Services Building (FY 2010-11).</i>	\$0	\$140,000	\$0	\$0
Fleet Maintenance Facility Improvements <i>Repair and replace ramps and driveway to wash bays (FY 2008-09).</i>	\$0	\$63,000	\$0	\$0
Fleet Maintenance Interior Improvements <i>Upgrades of administrative, break room, and restroom areas.</i>	\$0	\$0	\$50,000	\$0
Fleet Maintenance Building Addition <i>Addition of 1,200 square feet of enclosed space at tire area and inclusion of covered parking area for three service vehicles (FY 2009-10).</i>	\$0	\$110,000	\$0	\$0
Compost Sites <i>Establish new compost site in Edgecombe County to compliment current site near Nash Community College and reduce travel time and fuel costs.</i>	\$0	\$200,000	\$0	\$0
New Fuel Pumps for City Fueling Site <i>Replace obsolete fuel pumps (FY 2008-09).</i>	\$0	\$90,000	\$0	\$0

# CIP Summary - General Capital

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
Annexation Capital Equipment Env. Services <i>Purchase capital equipment required to establish new route necessitated by annexation.</i>	\$405,000	\$405,000	\$0	\$0
Annexation Misc. Equipment and Supplies <i>Purchase capital equipment required to provide additional environmental services necessitated by annexation.</i>	\$50,000	\$50,000	\$0	\$0
Annexation Displacement of Private Haulers <i>Provide funds to private haulers as required by law to compensate loss of customers due to annexation.</i>	\$0	\$95,000	\$0	\$0
Annexation Capital Equipment Community Code <i>Purchase capital equipment required to provide additional inspection services necessitated by annexation.</i>	\$35,000	\$35,000	\$0	\$0
Salt Bin Improvements <i>Construct covering for salt storage area.</i>	\$0	\$0	\$150,000	\$0
<b>Sub-total, Public Works</b>	<b>\$1,578,000</b>	<b>\$7,109,000</b>	<b>\$1,264,100</b>	<b>\$0</b>
<b>TOTAL</b>	<b>\$9,123,000</b>	<b>\$38,572,000</b>	<b>\$6,293,566</b>	<b>\$2,403,000</b>

# CIP Summary - Powell Bill

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
<b>FUNDING SOURCES:</b>				
Grants	\$2,131,000	\$12,162,000	\$2,631,400	
Capital Reserves	\$0	\$0	\$275,000	
Debt Proceeds	\$0	\$0	\$0	
General Fund Contribution	\$0	\$0	\$0	
Fund Contribution	\$0	\$0	\$0	
	<b>\$2,131,000</b>	<b>\$12,162,000</b>	<b>\$2,906,400</b>	
<b>PROJECT DESCRIPTIONS:</b>				
Special Studies	\$0	\$0	\$126,400	\$0
<i>Studies related to City-maintained infrastructure.</i>				
Engineering Equipment Replacement	\$0	\$80,000	\$0	\$0
<i>Purchase of second bucket truck (FY 2008-09) required for anticipated additional signal maintenance staff.</i>				
<b><u>Local Street Improvements</u></b>				
Resurfacing Program	\$750,000	\$4,250,000	\$750,000	\$0
<i>Annual rehabilitation and resurfacing of City-maintained streets.</i>				
Street Reconstruction Program	\$0	\$235,000	\$0	\$0
<i>Reconstruction of streets (FY 2008-09 and FY 2011-12) in poor condition needing repairs exceeding capacity of annual resurfacing.</i>				
<b><u>Collector Street Extension Program</u></b>				
Rosewood Avenue Extension	\$0	\$95,000	\$0	\$0
<i>Extension of Rosewood Avenue to Springfield Road (FY 2011-12).</i>				
<b><u>NCDOT Roadway Projects</u></b>				
Congestion Mgmt. Air Quality Improvement	\$256,000	\$1,012,000	\$0	\$0
<i>Utilization of grant funding, due to the City's designation as a non attainment area for air quality, to project that reduce air pollution, including construction of sidewalks and intersection improvements.</i>				
Southern Connector	\$100,000	\$200,000	\$0	\$0
<i>Funds utility relocation, right-of-way, and sidewalk construction associated with NCDOT widening of Kingston Avenue and Sutton Road.</i>				
NCDOT Project Enhancement Match	\$0	\$314,000	\$36,400	\$0
<i>City matching funds for roadway projects constructed in the City by NCDOT (FY 2009-10 to FY 2011-12).</i>				
Fountain School Road	\$0	\$0	\$600,000	\$0
<i>Realignment of Fountain School Road (SR 1402) north of Fountain Correctional Center for Women onto Fountain Park Drive. NCDOT will reimburse City for cost of construction.</i>				
Additional I-95 Interchange	\$0	\$200,000	\$0	\$0
<i>City match of NCDOT construction of new I-95 interchange at Sunset Avenue (FY 2010-11).</i>				
<b><u>Traffic Control</u></b>				
Neighborhood Traffic Management Program	\$0	\$50,000	\$0	\$0
<i>Installation of traffic calming devices (FY 2008-09).</i>				
Pavement Marking Program	\$35,000	\$175,000	\$33,000	\$0
<i>Replacement of pavement markings on resurfaced streets and remarking due to wear.</i>				

# CIP Summary - Powell Bill

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
<b>Intersection Spot Safety Improvements</b>	\$0	\$100,000	\$100,000	\$0
<i>Construction of spot safety improvements identified by City (next scheduled for FY 2008-09).</i>				
<b>Signal System Improvements</b>	\$0	\$0	\$50,000	\$0
<i>Further enhancement of signal system operations.</i>				
<b>Regulatory Sign Replacement Program</b>	\$0	\$0	\$50,000	\$0
<i>Replacement of regulatory street signs.</i>				
<b><u>Railroad Crossing Projects</u></b>				
<b>Railroad Crossing Safety Projects</b>	\$0	\$0	\$12,000	\$0
<i>City share of rail crossing improvements performed by NCDOT through Municipal Agreements.</i>				
<b>Traffic Separation Mitigation Projects</b>	\$175,000	\$930,000	\$150,000	\$0
<i>City share of rail crossing closures (improvements specifically on the Nash County Railroad line).</i>				
<b><u>Sidewalks and Greenways</u></b>				
<b>Sidewalk Repair</b>	\$75,000	\$475,000	\$100,000	\$0
<i>Ongoing repair of damaged sidewalks.</i>				
<b>New Sidewalk Construction</b>	\$0	\$300,000	\$175,000	\$0
<i>Construction of new sidewalks based on Revised Sidewalk Priority List approved by City Council (next scheduled for FY 2010-11).</i>				
<b><u>Fund Reimbursements</u></b>				
<b>Downtown SAFETEA Grant Match</b>	\$140,000	\$1,026,000	\$0	\$0
<i>City share of Downtown Enhancement project funded with SAFETEA appropriations.</i>				
<b>General Fund Reimbursement</b>	\$300,000	\$1,400,000	\$450,000	\$0
<i>Reimbursement of eligible activities performed by Streets and Right-of-Way division (General Fund).</i>				
<b>Stormwater Utility Capital Reimbursement</b>	\$300,000	\$1,400,000	\$400,000	\$0
<i>Reimbursement of eligible activities performed by Stormwater Operations (Stormwater Management Fund).</i>				
<b>TOTAL PROJECTS</b>	<b>\$2,131,000</b>	<b>\$12,162,000</b>	<b>\$2,906,400</b>	<b>\$0</b>

# CIP Summary - Public Utilities - Electric

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
<b>FUNDING SOURCES:</b>				
Grants	\$0	\$0	\$914,400	
Capital Reserves	\$0	\$1,856,000	\$0	
Debt Proceeds	\$1,111,000	\$8,348,000	\$1,194,200	
General Fund Contribution	\$0	\$0	\$112,000	
Electric Fund Contribution	\$1,525,000	\$5,825,000	\$1,543,300	
<b>TOTAL FUNDING</b>	<b>\$2,636,000</b>	<b>\$16,029,000</b>	<b>\$3,763,900</b>	
<b>PROJECT DESCRIPTIONS:</b>				
Equipment Replacement - Electric	\$425,000	\$1,965,000	\$267,950	\$0
<i>Ongoing, staggered replacement of capital equipment. FY 2007-08 funds for 40' and 60' Bucket Trucks and Excavation Tamper.</i>				
Radio System Improvements	\$150,000	\$750,000	\$150,000	\$0
<i>Systematic replacement of analog radios and radio equipment with digital capable equipment.</i>				
Relocation of Utility Lines - DOT	\$50,000	\$300,000	\$0	\$0
<i>Relocation of electric lines in association with NCDOT road improvements.</i>				
Distribution System Improvements	\$200,000	\$1,200,000	\$397,350	\$0
<i>Improvements to distribution circuits by extending feeders, replacing inadequate systems, and replacing decayed poles.</i>				
Residential Load Management Program	\$100,000	\$500,000	\$50,000	\$0
<i>Funds for purchase of new and replacement load management switches for residential load management program. Switches operated during highest demand to lower coincidental peak and decrease wholesale electricity cost. Savings shared with customer.</i>				
Street Light Improvement	\$100,000	\$500,000	\$800,000	\$25,000
<i>Installation of street lights in accordance with NCDOT standards.</i>				
Utility GIS & Dispatching System	\$100,000	\$500,000	\$100,000	\$0
<i>Expansion and maintenance of GIS database of electric and gas facilities.</i>				
Upgrade Point of Delivery Station	\$0	\$0	\$684,000	\$0
<i>Upgrade City's current Electric Point of Delivery Station, where all electric power is received. Current equipment is at end of usable life.</i>				
Construct Second Point of Delivery Station	\$375,000	\$775,000	\$150,000	\$0
<i>Construction of second Electric Point of Delivery Station to accommodate projected load growth.</i>				
Substation # 2 - Rebuild Station	\$686,000	\$686,000	\$50,000	\$0
<i>Rebuild Substation #2 by replacing low side bus structure and associated circuit breakers and relays, along with high voltage structures, insulators, and switches.</i>				
Substation # 9 - Rebuild Station	\$0	\$1,652,000	\$0	\$0
<i>Rebuild Substation #9 by replacing 69kV substation transformer and associated high voltage structures, insulators, low side bus structure, associated circuit breakers, and relays (FY 2009-10).</i>				
Substation # 5 - Rebuild Station	\$0	\$1,856,000	\$0	\$0
<i>Rebuild Substation #5 by replacing 69kV substation transformer and associated high voltage structures, insulators, low side bus structure, associated circuit breakers, and relays (FY 2010-11).</i>				
Substation #1 - Rebuild Station	\$0	\$1,345,000	\$0	\$0
<i>Rebuild Substation #1 by replacing 69kV substation transformer and associated high voltage structures, insulators, and switches (FY 2011-12).</i>				
Substation # 11 - Expand Capacity	\$0	\$0	\$410,200	\$0
<i>Relocate unused substation transformer from Substation #4 to Substation #11 and build necessary low side bus structure and associated circuit breakers and relays.</i>				



# CIP Summary - Public Utilities - Electric

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
Substation # 12 - Refurbish Transformer <i>Repair of substation transformer at Substation #12. Costs reimbursed by insurance (minus deductible).</i>	\$0	\$0	\$254,400	\$0
Central Dispatch Center <i>Expansion and renovation of Electric and Gas Operations Building to provide a 24-hour central dispatch and storm operations center.</i>	\$0	\$700,000	\$0	\$168,000
Transmission Pole Replacement <i>Provide replacement of wooden transmission line poles and insulator.</i>	\$150,000	\$1,100,000	\$150,000	\$0
Sectionalizing Plan - Electric <i>Purchase and installation of additional system protection and sectionalizing devices.</i>	\$100,000	\$100,000	\$0	\$0
Long Range Plan - Electric <i>Funding for a long range planning study of the City's electric system and the update of the distribution system model.</i>	\$50,000	\$50,000	\$0	\$0
Automated Meter Reading -Electric <i>Purchase and installation of automated meter readers (AMRs) for electric, gas, and water/sewer. Project includes escalated purchases (starting FY 2010-11) over a three-year period to complete City-wide transition.</i>	\$150,000	\$2,050,000	\$150,000	\$0
Equipment Shed - Electric <i>Construction of equipment shed at pole yard to store large construction equipment.</i>	\$0	\$0	\$100,000	\$0
Transformer Shop Addition <i>Construction of additional work bay at the transformer shop located at the pole yard.</i>	\$0	\$0	\$50,000	\$0
<b>TOTAL PROJECTS</b>	<b>\$2,636,000</b>	<b>\$16,029,000</b>	<b>\$3,763,900</b>	<b>\$193,000</b>

# CIP Summary - Public Utilities - Gas

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
<b>FUNDING SOURCES:</b>				
Grants	\$0	\$0	\$0	
Capital Reserves	\$0	\$0	\$0	
Debt	\$205,000	\$2,605,000	\$185,000	
General Fund Contribution	\$0	\$0	\$0	
Gas Fund Contribution	\$1,030,000	\$4,470,000	\$850,000	
<b>TOTAL FUNDING</b>	<b>\$1,235,000</b>	<b>\$7,075,000</b>	<b>\$1,035,000</b>	
<b>PROJECT DESCRIPTIONS:</b>				
Equipment Replacement - Gas <i>Ongoing, staggered replacement and addition of capital equipment.</i>	\$205,000	\$395,000	\$185,000	\$0
New Gas Main <i>Installation of new gas mains to serve new customers.</i>	\$300,000	\$1,300,000	\$300,000	\$0
Replace Gas Main <i>Replacement of gas mains that are at the end of their useful life and subject to increasing leakage.</i>	\$250,000	\$1,250,000	\$200,000	\$0
New Gas Services <i>Installation of gas service lines from new and existing mains for new customers.</i>	\$150,000	\$750,000	\$150,000	\$0
Gas System Expansion <i>Expansion of gas distribution system into areas of planned development.</i>	\$100,000	\$500,000	\$100,000	\$0
Automated Meter Reading - Gas <i>Purchase and installation of automated meter readers (AMRs) for electric, gas, and water/sewer. Project includes escalated purchases (starting FY 2010-11) over a three-year period to complete City-wide transition.</i>	\$100,000	\$2,700,000	\$100,000	\$0
Peak Shaving Facility <i>Planning (FY 2011-12) and construction of natural gas peak shaving storage facility to provide localized storage for use during "peak" (coldest) days, thereby offsetting need to increase contract demand.</i>	\$0	\$50,000	\$0	\$10,000
MGP Remediation <i>Remedial investigation of the subsurface area of the City's former manufactured gas plant (MGP) site. This investigation is required by DENR as an initial step in developing and implementing an approved remedial action plan (RAP) to address potential subsurface contamination.</i>	\$130,000	\$130,000	\$0	\$0
<b>TOTAL PROJECTS</b>	<b>\$1,235,000</b>	<b>\$7,075,000</b>	<b>\$1,035,000</b>	<b>\$10,000</b>

# CIP Summary - Water Resources - Water

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
<b>FUNDING SOURCES:</b>				
Grants	\$0	\$0	\$50,000	
Capital Reserves	\$0	\$0	\$0	
Debt Proceeds	\$0	\$4,728,000	\$1,390,000	
General Fund Contributions	\$0	\$0	\$0	
Water Fund Contribution	\$922,000	\$4,283,000	\$1,400,000	
<b>TOTAL FUNDING</b>	<b>\$922,000</b>	<b>\$9,011,000</b>	<b>\$2,840,000</b>	
<b>PROJECT DESCRIPTIONS:</b>				
<b>Sunset Water Treatment Plant</b>				
Upgrade Sunset Water Plant Elevator	\$0	\$0	\$150,000	\$0
<i>Repair flood damage and replace controls, safety features, and deteriorating parts on freight elevator.</i>				
Sunset WTP Force Main	\$140,000	\$140,000	\$0	\$0
<i>Installation of force main from Sunset WTP slug dewatering facilities, allowing the discharge of decant water pumps into the gravity system.</i>				
Sunset Pump Projects	\$0	\$50,000	\$0	\$0
<i>Repairs and upgrades to raw water pumps at Sunset WTP (FY 2008-09).</i>				
<b>Reservoir Water Treatment Plant</b>				
Reservoir Plant Electrical Conversion	\$0	\$0	\$747,000	\$0
<i>Conversion of the electric system at the Reservoir WTP from 4160 Volts to 480 Volts. Includes replacement of finished water pumps.</i>				
Dewatering Building Projects	\$130,000	\$130,000	\$0	\$0
<i>Replacement of Trac-Vac drivers, installation of additional storage/thickener tanks, and replacement of press pressure wash pump.</i>				
RWTP Effluent Dechlorination	\$0	\$0	\$100,000	\$0
<i>Install chemical addition facilities to dechlorinate Reservoir WTP effluent, as allowed by new NPDES permit.</i>				
Bulk Chemical Storage Tanks	\$0	\$100,000	\$0	\$0
<i>Replace two 20,000 gallon bulk Ferric Sulfate storage tanks at Reservoir WTP.</i>				
<b>Raw Water Reservoirs/Dams</b>				
Reservoir Water Quality Evaluation	\$50,000	\$350,000	\$0	\$0
<i>Assess current water-quality conditions at Tar River Reservoir and selected tributaries and establish a database documenting changes in water-quality conditions to aid in defending and supporting programs designed to protect and maintain water quality.</i>				
Hydrilla Management	\$50,000	\$250,000	\$100,000	\$0
<i>Funds chemical treatment and use of sterile grass eating carp to control and eradicate presence of Hydrilla (weed) located at the Saponi Creek arm of the Tar River Reservoir.</i>				
<b>Water Mains Extensions &amp; Enhancements</b>				
FY05 Debt Finance Main Extension Program	\$0	\$0	\$1,390,000	\$0
<i>This project represents improvements specified in the 2003 Water System Master Plan, extending water service and fire protection to rapidly-developing areas of the City and its Extra-Territorial Jurisdiction (ETJ).</i>				
Battleboro System Improvements	\$72,000	\$387,000	\$0	\$0
<i>Addressing low pressure and deficient fire flows in Battleboro service area.</i>				
Southeast Water System Improvements	\$0	\$270,000	\$0	\$0
<i>Installation of new water mains to increase pressure and fire flows in Southeast service area.</i>				

# CIP Summary - Water Resources - Water

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
<b>Oak Level Main Extensions</b>	\$0	\$350,000	\$0	\$0
<i>Construction of a new 16" trunk line along Oak Level Road, Old Carriage Road, and Old Spring Hope Road to provide an additional feed to Nashville, expand service to developing areas, and improve system deficiencies.</i>				
<b>Annex Area 4B Water Mains</b>	\$0	\$97,000	\$0	\$0
<i>Extension of 6" water mains on Avalon Road and Stillmeadow Lane to provide required fire protections and distribution to Annexation Area 4B.</i>				
<b>Annexation Area 8B Water Mains</b>	\$40,000	\$475,000	\$0	\$0
<i>Extension of 12" water mains on Colley Road and Pridgen Road to serve Annexation Area 8B and extension of 6" main on Porter Road to provide water service and required fire protection.</i>				
<b>Annexation Area 12A Water Mains: Bunn Farm</b>	\$0	\$690,000	\$0	\$0
<i>Extension of 12" water mains in Bunn Farm Subdivision to provide water service and required fire protection to Annexation Area 12A.</i>				
<b>Annexation Area 13 Water Mains</b>	\$0	\$457,000	\$0	\$0
<i>Extension of 12" water main on Peele Road to serve Annexation Area 13 and extend service lines to Toddsberry Road, Muscadine Road, and Ely Road.</i>				
<b>Minor Enhancements and Main Extensions</b>	\$50,000	\$345,000	\$28,000	\$0
<i>Funds small scale enhancements and extensions required for fire protection and water service requests as approved by the City Council through the petition process.</i>				
<b>2" Main Replacement Program</b>	\$100,000	\$575,000	\$100,000	\$0
<i>Improve fire protection and reduce water losses due to leaks by replacing 2" galvanized water mains with 6" mains.</i>				
<b>Oversized Water Main Agreements</b>	\$0	\$200,000	\$0	\$0
<i>Funds to allow City to enter into agreements with developers where the City pays the difference in costs between mains needed for development (and paid for by the developer) and main size desired by the City (oversized).</i>				
<b>Tanks and Pumps Stations</b>				
<b>Water Resources SCADA System</b>	\$0	\$0	\$25,000	\$0
<i>Evaluation, specification, and installation of a supervisory control and data acquisition (SCADA) system.</i>				
<b>Water Tank Maintenance</b>	\$0	\$400,000	\$0	\$0
<i>Repainting of City's overhead water storage tanks.</i>				
<b>Distribution System-Other</b>				
<b>Electronic Meters Installation - Water</b>	\$190,000	\$3,170,000	\$100,000	\$0
<i>Purchase and installation of automated meter readers (AMRs) for electric, gas, and water/sewer. Project includes escalated purchases (starting FY 2010-11) over a three-year period to complete City-wide transition.</i>				
<b>Water Maintenance Services</b>				
<b>Re-line Ductile Iron Pipe Water Lines</b>	\$100,000	\$475,000	\$100,000	\$0
<i>Relining of 60-year-old water lines in Swealton Heights, Rose Street, and Washington Streets, preventing corrosion and discoloration of water.</i>				
<b>Heavy Equipment Storage Building</b>	\$0	\$100,000	\$0	\$0
<i>Construction of second equipment storage building for backhoes and other equipment.</i>				
<b>TOTAL PROJECTS</b>	<b>\$922,000</b>	<b>\$9,011,000</b>	<b>\$2,840,000</b>	<b>\$0</b>

# CIP Summary - Water Resources - Sewer

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
<b>FUNDING SOURCES:</b>				
Grants	\$250,000	\$250,000	\$0	
Capital Reserves	\$0	\$0	\$0	
Debt	\$1,035,000	\$8,943,000	\$3,695,000	
General Fund Contribution	\$0	\$0	\$0	
Sewer Fund Contribution	\$901,000	\$5,513,000	\$1,924,000	
<b>TOTAL FUNDING</b>	<b>\$2,186,000</b>	<b>\$14,706,000</b>	<b>\$5,619,000</b>	
<b>PROJECT DESCRIPTIONS:</b>				
<b>Wastewater Treatment Plant</b>				
WWTP Telemetry	\$0	\$120,000	\$0	\$0
<i>Development of an in-house SCADA system (FY 2008-09) allowing monitoring, control, and operating equipment and recording control parameters at WWTP.</i>				
WWTP Road Paving	\$0	\$145,000	\$0	\$0
<i>Repaving of roads within WWTP grounds (FY 2008-09).</i>				
BioSolids Digester Aerators	\$0	\$0	\$3,695,000	\$0
<i>Removal and replacement of digester aerators and mixers.</i>				
Laboratory Expansion	\$0	\$0	\$1,100,000	\$0
<i>Expansion of laboratory space and offices needed to accommodate additional technicians, more types of analyses, and a much larger pretreatment program.</i>				
Replace Internal Recycle Pumps	\$0	\$0	\$72,000	\$0
<i>Replacement of internal sludge pumps located inside treatment tanks with new pumps located outside tank basins, improving access for maintenance and limiting damage caused by corrosion.</i>				
PURPA Additions to WWTP Gen Sets	\$0	\$270,000	\$0	\$0
<i>Meet PURPA requirement for use of generators for situations other than emergencies by establishing the use of waste heat from generators to warm the plant process water, making water more conducive to greater biological activity in the aeration basins (FY 2010-11).</i>				
Resealing Aeration Basins	\$0	\$295,000	\$0	\$0
<i>Multi-year project (starts FY 2008-09) involving the cleaning and re-sealing of aeration basins.</i>				
Oxygen Plant Thermal Swing Drier	\$0	\$900,000	\$0	\$0
<i>Purchase and installation of a non-mechanical drier for Oxygen Plant (FY 2011-12).</i>				
Oxygen Plant Main Air Compressor	\$0	\$200,000	\$0	\$0
<i>Purchase, installation, and activation of spare air compressor at Oxygen Plant (FY 2010-11).</i>				
<b>Collection System Extension Program</b>				
Grape Branch Sewer	\$0	\$180,000	\$0	\$0
<i>Extension of Grape Branch 12" (gravity) line for approximately 2,200' from end of existing line to Beechwood Drive (FY 2011-12).</i>				
Jeffreys Court Sewer Main	\$0	\$227,000	\$0	\$0
<i>Extension of gravity line along Jeffreys Court to serve Jeffreys Court, Gold Rock Road, and Benvenue Road (FY 2009-10).</i>				
Maple Creek Outfall Extension	\$1,285,000	\$4,702,000	\$0	\$0
<i>Extension of Maple Creek Outfall approximately 40,000' along Maple Creek, Bent Creek, and an additional tributary from Warrington Court to Old Spring Hope Road. Serves Old Mill Steam Subdivision (Halifax Road) and developments west of I-95.</i>				

# CIP Summary - Water Resources - Sewer

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
<b>Compass Creek Outfall-AA 4B</b>	\$200,000	\$1,673,000	\$0	\$0
<i>Extension of Compass Creek Outfall from Tar River interceptor to Moores Pump Station (Wesleyan Boulevard) to provide sewer service to Annexation Area 4B and remove Moores Pump Station flow from downstream lift stations.</i>				
<b>Cokey Rd/Glendale Dr Sewer-AA 7B</b>	\$0	\$155,000	\$0	\$0
<i>Establish 8" collection system along Glendale Drive and Cokey Road to service Annexation Area 7B (FY 2008-09).</i>				
<b>Cooley Rd/S. Wesleyan Sewer- AA 8B</b>	\$88,000	\$645,000	\$0	\$0
<i>Construct 12" collection system along Cooley Road and South Wesleyan Boulevard to serve Annexation Area 8B.</i>				
<b>Bell Aire Estates Sewer, AA 8A</b>	\$0	\$50,000	\$0	\$0
<i>Purchase 3,200' of existing 8" lines in Belle Aire Estates from Nash County to serve Annexation Area 8A.</i>				
<b>Hornbeam Branch Outfall-AA 13</b>	\$0	\$191,000	\$0	\$0
<i>Extend 18" outfall line along Hornbeam Branch from Oaks Trail Road, across Peele Road, to Muscadine Road to serve Annexation Area 13 (FY 2008-09).</i>				
<b>College Road Collection- Petition from Annexation Area 4A</b>	\$0	\$267,000	\$0	\$0
<i>Establish collection system for proposed pump station within Annexation Area 4A (FY 2010-11).</i>				
<b>Minor Line Extensions</b>	\$50,000	\$220,000	\$80,000	\$0
<i>Small scale system enhancements and main extensions as approved by City Council through the petition process.</i>				
<b>Oversized Sewer Main Agreements</b>	\$125,000	\$295,000	\$167,000	\$0
<i>Funds to allow City to enter into agreements with developers where the City pays the difference in costs between mains needed for development (and paid for by the developer) and main size desired by the City (oversized).</i>				
<b>Pump Station and Force Main Construction</b>				
<b>Gold Rock Lift Station Rehab</b>	\$0	\$70,000	\$0	\$0
<i>Rehabilitation and upgrade of lift station on NC 4 in Gold Rock to meet continued development of Whitaker Business and Industry Center.</i>				
<b>Fenner Road Pump Station Removal/Upgrade</b>	\$0	\$405,000	\$0	\$0
<i>Removal or upgrade of Fenner Road Pump Station (FY 2008-09), as warranted in response to activity on Compass Creek Outfall project and associated feasibility study.</i>				
<b>Cokey Rd PS/FM: Annex Area 7B</b>	\$0	\$412,000	\$0	\$0
<i>Construct new pump station near intersection of Cokey Road and South Glendale Avenue to accept flows from Annexation Area 7B (FY 2008-09). This is a companion project to the collection system project for the same area.</i>				
<b>Cooley Rd PS/FM- Annex Areas 8B</b>	\$48,000	\$411,000	\$0	\$0
<i>Construct new pump station and force main east of South Wesleyan Boulevard between Cooley Road and Raleigh Road to accept flows from Annexation Area 8B. This is a companion project to the collection system project for the same area.</i>				
<b>Pump Station Equipment</b>				
<b>Sewer Lift Station Generators</b>	\$55,000	\$233,000	\$45,000	\$2,000
<i>Installation of natural gas powered generators at lift stations to provide power for pump operation during electrical power failure.</i>				
<b>Lift Station SCADA Project</b>	\$ 60,000	\$160,000	\$0	\$0
<i>Evaluation, specification, and installation of SCADA system for sanitary sewer lift stations.</i>				
<b>Collection System-Other</b>				
<b>Electronic Meters Installation - Sewer</b>	\$0	\$0	\$90,000	\$0
<i>Purchase and installation of automated meter readers (AMRs) for electric, gas, and water/sewer.</i>				

# CIP Summary - Water Resources - Sewer

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
<b>Sewer Maintenance Services</b>				
Sewer Rehabilitation Program	\$150,000	\$750,000	\$150,000	\$0
<i>Continue infiltration/inflow reduction program through renovation and repairs to old sewer system in order to reduce groundwater infiltration and stormwater inflow.</i>				
Equipment Replacement - Sewer	\$0	\$865,000	\$145,000	\$0
<i>Ongoing, staggered replacement of capital equipment.</i>				
Equipment Storage Sheds	\$0	\$90,000	\$0	\$0
<i>Construct storage area for capital equipment at WWTP.</i>				
Manhole Rehabilitation Program - Sewer	\$75,000	\$375,000	\$75,000	\$0
<i>Rehabilitation of deteriorated brick manholes and raising of manholes to above 100-year flood line.</i>				
<b>Technical Services</b>				
Water Quality Evaluation	\$50,000	\$350,000	\$0	\$0
<i>Assess current water-quality conditions at Tar River Reservoir and selected tributaries and establish a database documenting changes in water-quality conditions to aid in defending and supporting programs designed to protect and maintain water quality.</i>				
Total Organic Carbon Analyzer	\$0	\$50,000	\$0	\$0
<i>Replace current Total Organic Carbon Analyzer, needed to determine pretreatment levels.</i>				
<b>TOTAL PROJECTS</b>	<b>\$2,186,000</b>	<b>\$14,706,000</b>	<b>\$5,619,000</b>	<b>\$2,000</b>

# CIP Summary - Stormwater Management

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
<b>FUNDING SOURCES:</b>				
Grants	\$100,000	\$100,000	\$0	
Capital Reserves	\$0	\$0	\$60,000	
Debt Proceeds	\$357,000	\$3,253,000	\$240,000	
General Fund Contribution	\$0	\$0	\$0	
Stormwater Fund Contribution	\$575,000	\$1,955,000	\$1,211,000	
<b>TOTAL FUNDING</b>	<b>\$1,032,000</b>	<b>\$5,308,000</b>	<b>\$1,511,000</b>	
<b>PROJECT DESCRIPTIONS:</b>				
Stormwater Maintenance Equipment	\$137,000	\$1,253,000	\$240,000	\$0
<i>Ongoing, staggered replacement addition of capital equipment.</i>				
Stormwater System Inventory	\$0	\$0	\$849,000	\$0
<i>Funding for system inventory work necessary to identify stormwater system needs and priorities.</i>				
Basin Master Planning	\$175,000	\$380,000	\$0	\$0
<i>Systemwide planning designed to build upon inventory project and implement effective project planning and design.</i>				
Fill Mitigation Project - Strawbush Drainage	\$0	\$30,000	\$60,000	\$0
<i>Realignment of drainage at Strawbush (FY 2010-11).</i>				
Major Drainage Improvements	\$150,000	\$1,040,000	\$0	\$0
<i>Fund major structural improvements to drainage system identified through historical complaint records no otherwise programmed through basin master planning.</i>				
Minor Drainage Improvements	\$50,000	\$200,000	\$5,000	\$0
<i>Fund small infrastructure projects and provide reserve funds for unforeseen emergency repairs.</i>				
Long Branch	\$0	\$600,000	\$132,000	\$0
<i>Design and construction (FY 2008-09) of projects recommended in Long Branch Master Plan.</i>				
Crabapple	\$0	\$290,000	\$0	\$0
<i>Design and construction (FY 2011-12) of projects recommended in the Crabapple drainage study.</i>				
Eastern Tar/Gay Branch	\$350,000	\$555,000	\$105,000	\$0
<i>Design and construction of projects recommended in the Eastern Tar/Gay Branch Master Plan.</i>				
Battleboro	\$0	\$50,000	\$0	\$0
<i>Design (FY 2011-12) and construction of projects recommended in the Battleboro Master Plan.</i>				
Hillsdale	\$0	\$165,000	\$0	\$0
<i>Design (FY 2008-09) and construction (FY 2009-10) of projects recommended in the Hillsdale Master Plan.</i>				
Little Raleigh/South George Street	\$0	\$330,000	\$0	\$0
<i>Design (FY 2010-11) and construction (FY 2011-12) of projects recommended in the Little Raleigh/South George Street Master Plan.</i>				
Maple Creek Trib No.2 (Easonburg)	\$0	\$35,000	\$0	\$0
<i>Design (FY 2011-12) and construction of projects recommended in Easonburg Master Plan.</i>				
Maple Creek Trib No. 1 (Kandemor)	\$0	\$50,000	\$0	\$0
<i>Design (FY 2011-12) and construction of projects recommended in Kandemor Master Plan.</i>				
Winders Creek	\$0	\$20,000	\$0	\$0
<i>Design (FY 2011-12) and construction of projects recommended in Winders Creek Master Plan.</i>				
Streets -Stormwater Office Renovation	\$0	\$0	\$65,000	\$0
<i>Design and construction of additional office space to accommodate new supervisors.</i>				



# CIP Summary - Stormwater Management

	2007-08 BUDGET	2008-12 PLAN TOTAL	PRIOR YEAR COST	OPERATING IMPACT
Paving Rear Equipment Parking Area <i>Grading and paving or equipment parking area near Streets and Right-of-Way Division.</i>	\$0	\$0	\$35,000	\$0
Springfield Rd Box Culvert Upgrade <i>Design and construction of culvert upgrade for Springfield Road Box Culvert.</i>	\$75,000	\$75,000	\$20,000	\$0
Annexation Stormwater Inventory <i>Upgrade stormwater base mapping to include annexed areas (FY 2008-09).</i>	\$0	\$140,000	\$0	\$0
Annexation Capital Equipment <i>Purchase equipment to furnish additional ditch maintenance crew to cover annexed areas.</i>	\$95,000	\$95,000	\$0	\$2,500
<b>TOTAL PROJECTS</b>	<b>\$1,032,000</b>	<b>\$5,308,000</b>	<b>\$1,511,000</b>	<b>\$2,500</b>

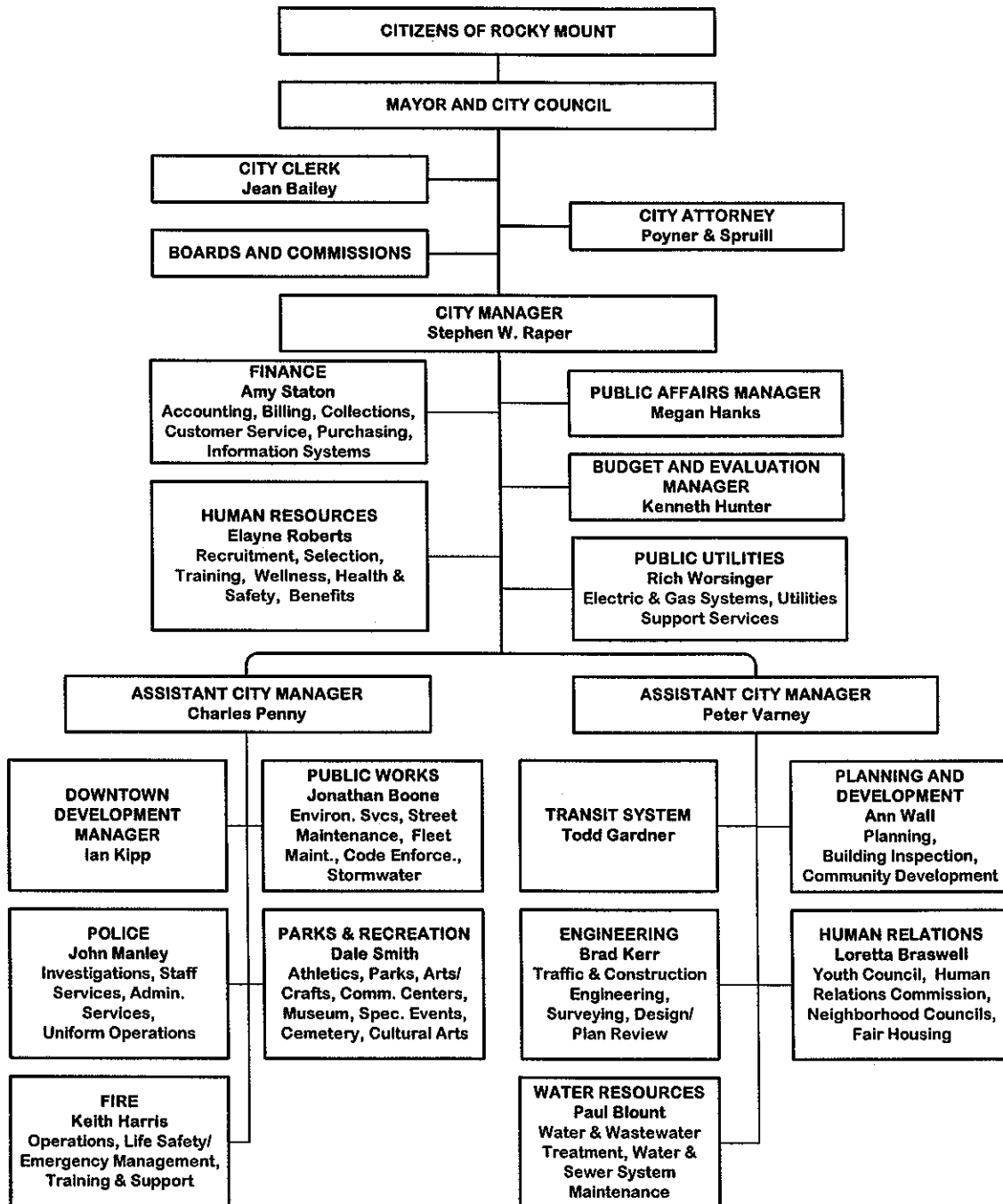
## Grant Positions

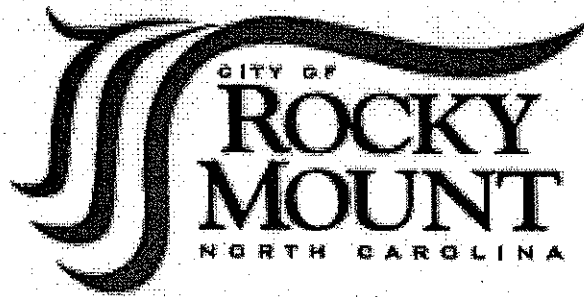
The City of Rocky Mount is fortunate to have a number of grant funded positions. The Table below identifies these positions and the activity for which or from which funds are received. In addition to these positions, the City received reimbursement from the State Department of Transportation for transportation related activities. These reimbursements offset the salaries, wages and benefits of the eligible employees.

Position	Activity	Number
Transit Administrator	Transit	1
Secretary	Transit	1
Mechanic	Transit	2
Police Officers	School Resources Officers	4
Police Officers	Housing Authority	1
Community Development Administrator	CBDG	1
Community Development Technician	CBDG	1
Housing Rehab Specialist	CBDG	1
Community Development Specialist	CDBG	1
Total		13

# Organization Chart

## City of Rocky Mount





# Mayor and Council

## Vision of the City of Rocky Mount

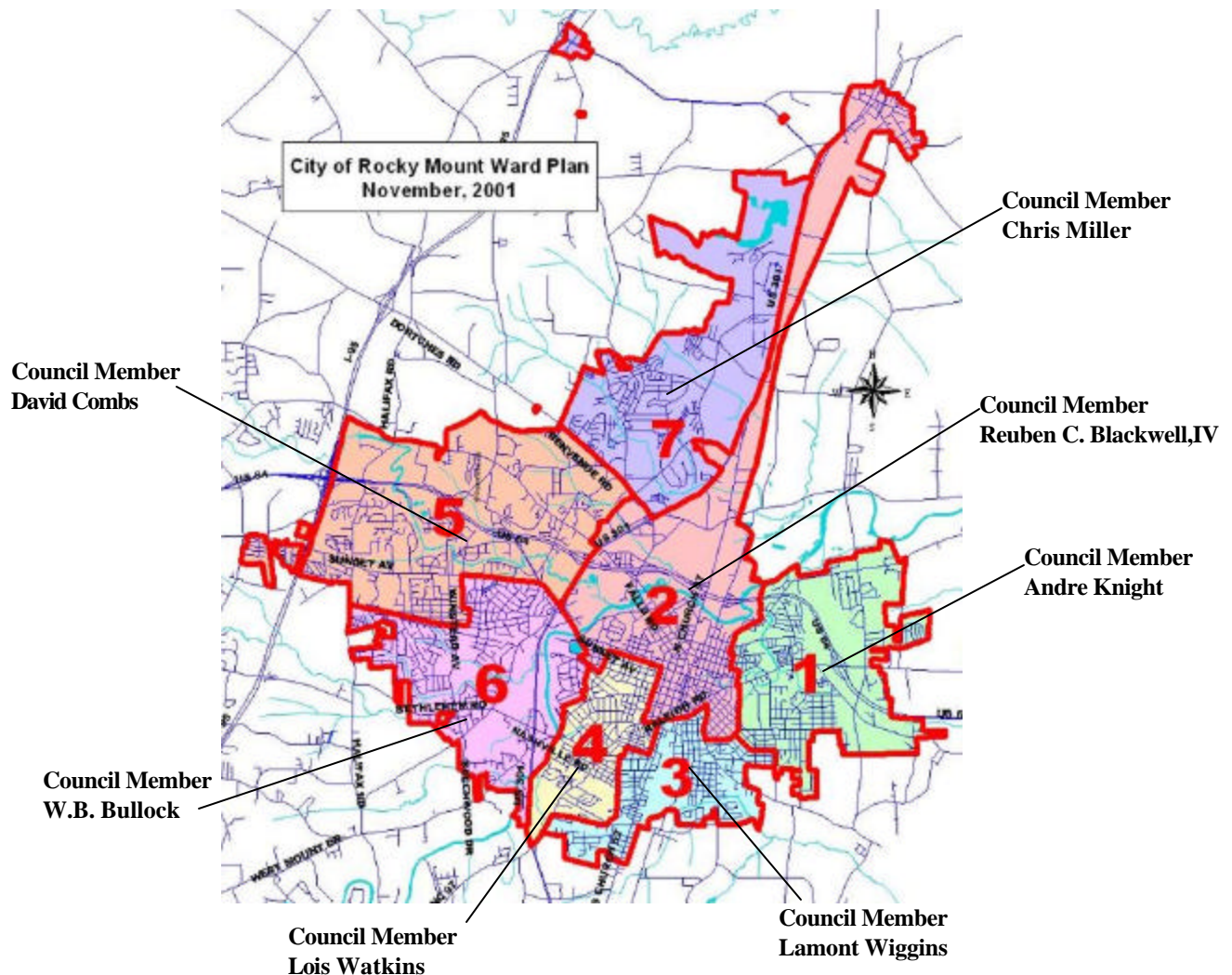
Rocky Mount is a city composed of people of diverse backgrounds, heritages, and interests with a shared sense of values, stewardship and community.

It is a city where all citizens have the opportunity to realize their full potential through individual initiative and community support.

Its citizens enjoy and value the benefits of efficient, cost-effective and responsive public services, a strong and diversified economy, and superior cultural and educational resources.

Rocky Mount recognizes and appreciates its history while responding to the challenges and opportunities of regional and global change in a proactive and realistic manner.

**City of Rocky Mount  
City Council Ward Map**



# Mayor and City Council

## Expenditures by Division

### Mayor/Council

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	365,518	394,828	364,828	405,154
Current Operating	61,527	289,506	390,450	1,020,480
Fixed Charges & Services	22,086	1,000	-	30,000
Other Expenses	(133,700)	16,300	16,300	(9,600)
Transfers	15,000	100,000	-	-
Capital Outlay	-	50,000	20,000	-
<b>Mayor and Council Total</b>	<b>330,431</b>	<b>851,634</b>	<b>791,578</b>	<b>1,446,034</b>

### Community Services

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	14,212	-	5,000	-
Current Operating	67,658	73,100	89,100	56,600
Fixed Charges & Services	657,429	707,500	707,500	717,610
Other Expenses	(264,800)	(289,200)	(289,200)	(256,400)
Transfers	326,371	553,329	397,329	251,220
Capital Outlay	-	701	-	-
<b>Community Services Total</b>	<b>800,870</b>	<b>1,045,430</b>	<b>909,729</b>	<b>769,030</b>

## Budget Highlights:

### Mayor and City Council

- Funds are budgeted for legal expenses relating to City of Rocky Mount activities.
- Professional Dues provides City of Rocky Mount membership in organizations such as the North Carolina League of Municipalities and the National League of Cities.
- Funds are included for participation in training through the North Carolina League of Municipalities; National League of Cities Annual Conference; NLC Congressional Cities Meeting, Washington, DC; Chamber Retreat and various committee meetings.
- Funds are included for contracted auditing services.

### Community Services

- City contribution to the Rocky Mount Wilson Airport, Braswell Memorial Library, National Guard, Cities in Schools, and Tar River Orchestra..
- Funds are included for the City's share of public transportation.
- Economic development includes the general funds portion of funding for business development provide by Rocky Mount Edgecombe Community Development Corporation.

# Mayor and City Council

## Mayor and Council

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412600 Wages-Part Time	66,080	66,080	66,080	66,081
418100 FICA-Employers Share	5,121	5,148	5,148	5,056
418300 Insurance-Hospital	-	-	-	32,217
419100 Auditing Fees	64,050	55,000	55,000	43,200
419200 Legal Fees	211,667	250,000	220,000	240,000
431400 Travel Allowance	18,600	18,600	18,600	18,600
<b>Personal Services Total</b>	<b>365,518</b>	<b>394,828</b>	<b>364,828</b>	<b>405,154</b>
<b>Current Operating</b>				
426000 Office Supplies	536	2,000	1,500	2,000
431200 Travel-Conference/Schools	22,875	24,000	24,000	24,000
432100 Telephone	1,380	1,500	1,500	1,380
434100 Printing	151	1,000	1,000	1,000
439607 Development of City	2,669	3,750	5,000	5,000
439900 Other Services	1,903	3,000	-	1,000
439955 Council Initiatives	-	220,156	323,350	450,000
439957 Community Reinvestment	-	-	-	500,000
449100 Professional Dues	32,013	34,000	34,000	36,000
449300 Subscriptions	-	100	100	100
<b>Current Operating Total</b>	<b>61,527</b>	<b>289,506</b>	<b>390,450</b>	<b>1,020,480</b>
<b>Fixed Charges &amp; Services</b>				
463006 Elections-Aid Otr Govt	22,086	1,000	-	30,000
<b>Fixed Charges &amp; Services Total</b>	<b>22,086</b>	<b>1,000</b>	<b>-</b>	<b>30,000</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(133,700)	(183,700)	(183,700)	(209,600)
499100 Contingency	-	200,000	200,000	200,000
<b>Other Expenses Total</b>	<b>(133,700)</b>	<b>16,300</b>	<b>16,300</b>	<b>(9,600)</b>
<b>Transfers</b>				
498045 Interfund Transfer-Fund 450	15,000	100,000	-	-
<b>Transfers Total</b>	<b>15,000</b>	<b>100,000</b>	<b>-</b>	<b>-</b>
<b>Capital Outlay</b>				
555500 Other Equipment	-	50,000	20,000	-
<b>Capital Outlay Total</b>	<b>-</b>	<b>50,000</b>	<b>20,000</b>	<b>-</b>
	<b>330,431</b>	<b>851,634</b>	<b>791,578</b>	<b>1,446,034</b>

# Mayor and City Council

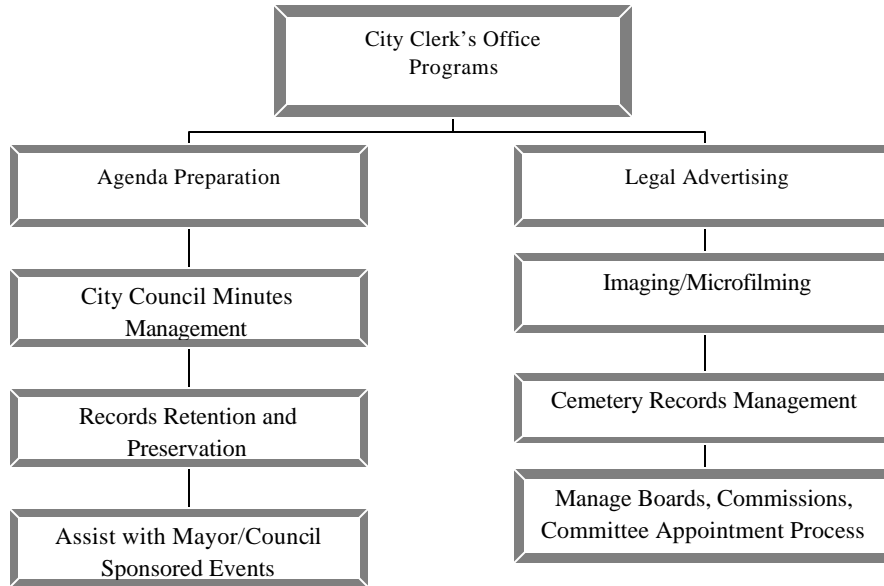
## Community Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
419800 Consultant	14,212	-	5,000	-
<b>Personal Services Total</b>	<b>14,212</b>	<b>-</b>	<b>5,000</b>	<b>-</b>
<b>Current Operating</b>				
439600 Economic Development	-	200	16,200	16,200
439601 Economic Development-Wesleyan	-	30,000	30,000	-
439900 Other Services	24,000	-	-	-
439903 Other Services-Gateway Partnership	-	2,500	2,500	-
439905 Other Services-Tar River Orchestra	9,000	9,000	9,000	9,000
449100 Professional Dues	26,073	22,800	22,800	22,800
449103 Prof Dues-Chamber	1,085	1,100	1,100	1,100
449104 Prof Dues-Transit Coalition	7,500	7,500	7,500	7,500
<b>Current Operating Total</b>	<b>67,658</b>	<b>73,100</b>	<b>89,100</b>	<b>56,600</b>
<b>Fixed Charges &amp; Services</b>				
463001 Library-Aid Otr Govt	571,000	587,000	587,000	604,610
463002 Natl Guard-Aid Otr Govt	1,000	1,000	1,000	1,000
463004 Rwi Airport-Aid Otr Govt	85,429	85,500	85,500	88,000
463005 Comm In Schools - Aid Otr	-	24,000	24,000	24,000
463007 Aid To Otr- Cemetary	-	10,000	10,000	-
<b>Fixed Charges &amp; Services Total</b>	<b>657,429</b>	<b>707,500</b>	<b>707,500</b>	<b>717,610</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(264,800)	(289,200)	(289,200)	(256,400)
<b>Other Expenses Total</b>	<b>(264,800)</b>	<b>(289,200)</b>	<b>(289,200)</b>	<b>(256,400)</b>
<b>Transfers</b>				
498000 Interfund Transfers	326,371	60,000	60,000	-
498023 Interfund Tranfser-Fund 230	-	337,329	337,329	251,220
498046 Interfund Transfer-Fund 460	-	156,000	-	-
<b>Transfers Total</b>	<b>326,371</b>	<b>553,329</b>	<b>397,329</b>	<b>251,220</b>
<b>Capital Outlay</b>				
555913 Parking Lot	-	701	-	-
<b>Capital Outlay Total</b>	<b>-</b>	<b>701</b>	<b>-</b>	<b>-</b>
	<b>800,870</b>	<b>1,045,430</b>	<b>909,729</b>	<b>769,030</b>



# City Clerk's Office

The mission of the City Clerk's Office is to preserve and protect the legal and historical records of the City of Rocky Mount; to utilize modern technological advances to ensure the efficient and effective retrieval of information; to ensure that the legal requirements relating matters considered by the City Council are met; to provide effective and efficient information to Departments and to the citizenry; and to serve as a link between the citizens and the Mayor and City Council.



## **Performance Indicators:**

		Actual 2005-06	Budget 2006-07	Projected 2006-07	Goal 2007-08
1.	City Council, Committee of Whole and Budget meetings prepared for and attended, including minutes.	40	40	42	42
2.	Ordinances and resolutions written, indexed and filed.	197	200	200	200
3.	Contracts indexed and filed	51	100	75	60
4.	Legal notices prepared, published and/or delivered to citizens	2,000	5,000	2,000	4,000
5.	Boxes of obsolete or microfilmed records shredded	200	250	150	175
6.	Cemetery deeds issued	19	20	20	20
7.	Boxes of records stored	360	350	370	400
8.	Pages microfilmed/imaged	141,000	150,000	130,000	150,000
9.	Documents indexed and filed	400	400	400	500

# City Clerk's Office

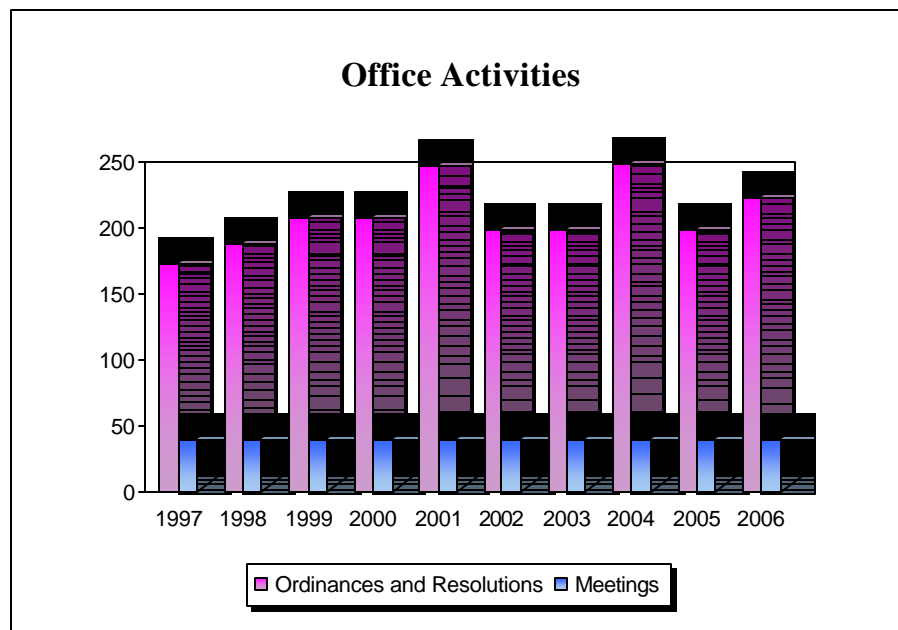
## City Clerk

### Prior Year Accomplishments:

- ✍ Agenda packages and minutes of City Council meetings prepared and delivered in accordance with internally established schedules
- ✍ Ordinances, resolutions, contracts, deeds to property acquired by the City and other official documents indexed and filed
- ✍ Completed all newspaper and citizen notice requirements in accordance with legal deadlines.
- ✍ Continued data input of Pineview Cemetery and Northeastern cemetery.
- ✍ Municipal Code Corporation to produce supplement copies as needed and handle outside sales.
- ✍ Provided access to imaged records in Records Center to appropriate departments.
- ✍ Microfilming Human Resources Records.
- ✍ Continued restoration of old minute books.
- ✍ Posted variety of forms on City Website for public access.

### FY 2007-2008 Initiatives:

- ✍ Develop computerized index of City Council meeting minutes.
- ✍ Evaluate additional applications for imaging and implement new programs as appropriate.
- ✍ Survey departments for microfilming needs.
- ✍ Develop procedures manual for City Clerk's Office.
- ✍ Investigate appropriate methods for storage of large documents such as maps and plots.
- ✍ Streamline agenda process and preparation of minutes.



# City Clerk's Office

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## Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	204,858	212,023	197,937	221,092
Current Operating	28,592	46,220	46,020	33,500
Fixed Charges & Services	3,073	5,000	4,500	5,000
Other Expenses	(43,350)	(42,550)	(42,550)	(43,050)
Capital Outlay	10,644	6,350	6,350	2,500
<b>Total</b>	<b>203,817</b>	<b>227,043</b>	<b>212,257</b>	<b>219,042</b>

## Budget Highlights:

- Funds are included for the maintenance of City records, including imaging services and microfilming supplies.
- Funds are budgeted for required publication of legal notices, etc..
- Budget includes expenditures for subscriptions the City Code Supplement Services, Rocky Mount Telegram, General Statutes updates and for miscellaneous publications.

# City Clerk's Office

## City Clerk

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	154,713	156,751	148,226	165,752
412600 Wages-Part Time	2,082	2,500	2,633	2,500
412700 Wages-Longevity	7,169	7,135	5,868	6,591
418100 FICA-Employers Share	12,572	12,775	12,049	13,183
418200 Retirement	7,932	8,153	7,551	8,445
418201 Retirement-401K General	6,189	6,656	4,904	6,630
418300 Insurance-Hospital	12,288	16,108	14,794	16,109
418301 Insurance-Life	308	345	312	282
431400 Travel Allowance	1,606	1,600	1,600	1,600
<b>Personal Services Total</b>	<b>204,858</b>	<b>212,023</b>	<b>197,937</b>	<b>221,092</b>
<b>Current Operating</b>				
426000 Office Supplies	4,536	5,000	5,000	5,000
431200 Travel-Conference/Schools	6,694	5,100	5,100	5,300
432100 Telephone	2,177	2,320	2,320	2,400
434100 Printing	4,197	5,000	5,000	5,000
435200 Repairs-Equipment	9	200	200	400
439100 Advertising	5,171	8,000	8,000	8,000
439900 Other Services	-	13,000	13,000	-
449100 Professional Dues	175	200	400	400
449300 Subscriptions	5,633	7,400	7,000	7,000
<b>Current Operating Total</b>	<b>28,592</b>	<b>46,220</b>	<b>46,020</b>	<b>33,500</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	3,073	5,000	4,500	5,000
<b>Fixed Charges &amp; Services Total</b>	<b>3,073</b>	<b>5,000</b>	<b>4,500</b>	<b>5,000</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(43,350)	(42,550)	(42,550)	(43,050)
<b>Other Expenses Total</b>	<b>(43,350)</b>	<b>(42,550)</b>	<b>(42,550)</b>	<b>(43,050)</b>
<b>Capital Outlay</b>				
551000 Office Furniture	-	6,350	6,350	2,500
555000 Office Equipment	10,644	-	-	-
<b>Capital Outlay Total</b>	<b>10,644</b>	<b>6,350</b>	<b>6,350</b>	<b>2,500</b>
	<b>203,817</b>	<b>227,043</b>	<b>212,257</b>	<b>219,042</b>

# City Clerk's Office

## Staffing Table

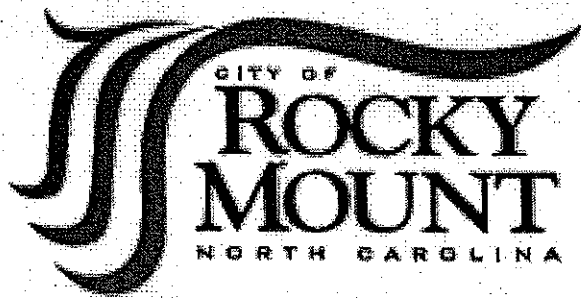
	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
City Clerk	xxx	1	1	1	
Department Secretary	12	1	1	1	
Records Technician	11	1	1	1	
Records Clerk	09	1	1	1	
<b>Total</b>		<b>4</b>	<b>4</b>	<b>4</b>	

## Capital Outlay

Category/Description

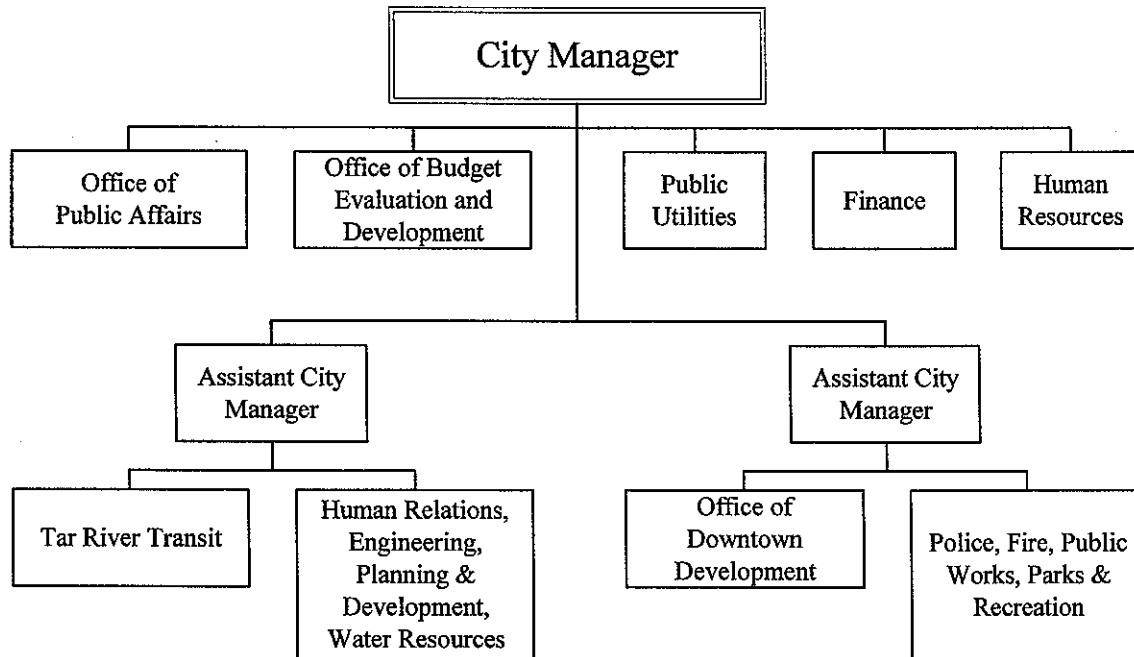
New/Replacement

Amount



# City Manager's Office

The mission of the City Manager's Office is to provide effective and innovative leadership and responsible administration of the City's operations, activities, and resources under the policy direction of the Mayor and City Council.



## Performance Indicators

Indicator	Actual 2005-06	Budget 2006-07	Projected 2006-07	Goal 2007-08
1. <i>Talk of the Town</i> circulation				
2. Successful story pitches to media	N/A	N/A	65%	70%
3. Annual website visits (Est.)	80,000	140,000	100,000	120,000
4. TRT annual passenger trips	308,953	292,000	310,000	315,000
5. TRT annual revenue hours	18,322	13,500	19,000	19,000
6. TRT annual revenue miles	192,547	185,000	195,000	195,000
7. TRT passengers per revenue hour	20.37	19.85	21.00	22.00
8. TRT passengers per revenue mile	1.35	1.40	1.50	1.60
9. TRT road call repairs	22	35	20	15
10. Total city budget	\$224 million	\$197 million	\$223 million	\$200 million

# City Manager's Office

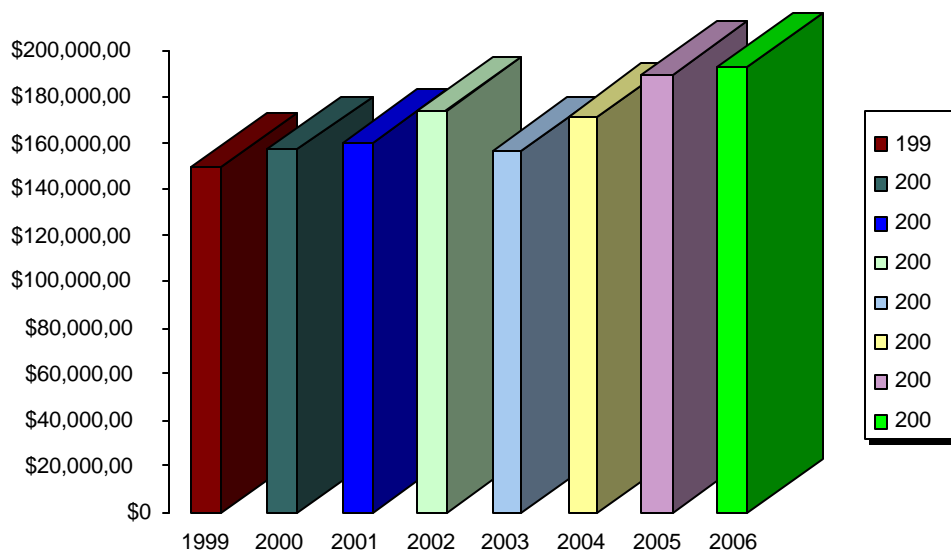
## Prior Year Accomplishments:

- ✍ Coordinated the completion of the downtown streetscape plan and began initial work on downtown enhancements identified in the plan.
- ✍ Implemented changes suggested by GFOA into Annual Operating Budget and received 11<sup>th</sup> consecutive Outstanding Budget Presentation Award.
- ✍ Coordinated the redevelopment of the Douglas Block including completion of the planning document and begin acquisition and construction.
- ✍ Supervised the railroad crossing closure projects per the municipal agreements with the NCDOT. The projects will continue through 2010.
- ✍ Started work on City Council initiatives, particularly development of an Affordable Housing Study.

## FY 2007-2008 Initiatives:

- ✍ Continue start-up of downtown streetscape enhancements, including demolition of the old YMCA dormitory building.
- ✍ Revise process for preparation of Capital Improvement Plan and annual operating budget, incorporating better data collection and reporting to improve process efficiency and accuracy.
- ✍ Continue Douglas Block redevelopment project.
- ✍ Continue railroad crossing closure program.
- ✍ Continue work on City Council initiatives with focus on demolition of dilapidated commercial and residential properties.

**City of Rocky Mount Adopted Budget – All Funds**





# City Manager's Office

## Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	668,956	622,261	611,389	700,807
Current Operating	36,355	41,800	39,550	41,400
Fixed Charges & Services	17,340	19,600	19,600	830
Other Expenses	(166,100)	(178,400)	(178,400)	(182,600)
Capital Outlay	-	5,400	-	-
<b>Total</b>	<b>556,551</b>	<b>550,661</b>	<b>492,139</b>	<b>560,437</b>

## Budget Highlights:

- Funds are budgeted for routine materials and supplies to operate the City Manager's Office.
- Funds are budgeted for various printing jobs including the Annual Budget, Capital Improvement Program and updates to the Administrative Policy Manual.
- Maintenance and Service Contracts will provide for participation in the Government Finance Officers Distinguished Budget Presentation Award Program and costs for a summer intern.

# City Manager's Office

## City Manager

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	517,458	506,021	466,627	537,759
412600 Wages-Part Time	3,677	2,270	1,721	3,500
412700 Wages-Longevity	21,915	23,410	22,229	23,356
418100 FICA-Employers Share	32,827	32,501	29,435	33,993
418200 Retirement	26,429	25,972	23,954	27,431
418201 Retirement-401K General	26,579	27,294	23,537	27,698
418300 Insurance-Hospital	17,932	21,148	20,356	22,150
418301 Insurance-Life	862	915	800	920
431400 Travel Allowance	17,355	19,300	19,300	19,300
439300 Temporary Help Services	3,920	3,430	3,430	4,700
<b>Personal Services Total</b>	<b>668,956</b>	<b>662,261</b>	<b>611,389</b>	<b>700,807</b>
<b>Current Operating</b>				
426000 Office Supplies	1,955	2,000	2,000	2,000
431100 Travel-Mileage Reimbursement	857	1,000	1,100	1,000
431200 Travel-Conference/Schools	9,997	10,850	10,000	10,000
432100 Telephone	9,311	10,100	10,100	9,600
434100 Printing	3,879	7,000	5,500	5,500
439607 Development of City	2,607	2,950	2,950	5,000
439900 Other Services	1,257	1,300	1,300	1,500
449100 Professional Dues	5,462	5,600	5,600	5,800
449300 Subscriptions	1,030	1,000	1,000	1,000
<b>Current Operating Total</b>	<b>36,355</b>	<b>41,800</b>	<b>39,550</b>	<b>41,400</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	938	1,200	1,200	200
445000 Insurance	16,402	18,400	18,400	630
<b>Fixed Charges &amp; Services Total</b>	<b>17,340</b>	<b>19,600</b>	<b>19,600</b>	<b>830</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(166,100)	(178,400)	(178,400)	(182,600)
<b>Other Expenses Total</b>	<b>(166,100)</b>	<b>(178,400)</b>	<b>(178,400)</b>	<b>(182,600)</b>
<b>Capital Outlay</b>				
555000 Office Equipment	-	5,400	-	-
<b>Capital Outlay Total</b>	<b>-</b>	<b>5,400</b>	<b>-</b>	<b>-</b>
	<b>556,551</b>	<b>550,661</b>	<b>492,139</b>	<b>560,437</b>

# City Manager's Office

## Administration

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
City Manager	xxx	1	1	1	
Assistant City Manager	29	2	2	2	
Budget & Evaluation Manager	25	1	1	1	
Transit System Manager	22	1	1	1	
Executive Secretary	14	1	1	1	
Administrative Secretary*	10	½	½	½	
Secretary (Transit)	09	1	1	1	
<b>Total</b>		<b>7 ½</b>	<b>7 ½</b>	<b>7 ½</b>	

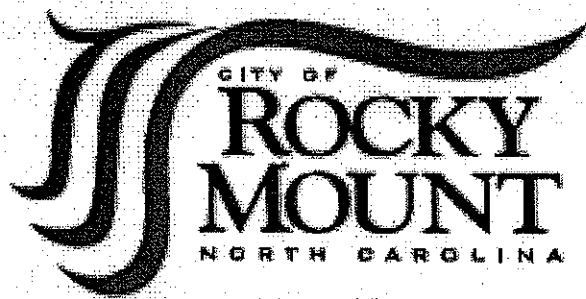
\*Shared position with Public Affairs

### Capital Outlay

Category/Description

New/Replacement

Amount



# City Manager's Office

## Public Affairs

The Public Affairs Division is charged with the development and implementation of both internal and external public information programs. A variety of communication tools are used to ensure that helpful information is made readily available to the media, employees and the citizens on existing and emerging issues, policies, and developments.

Programs within the Public Affairs Division include:

- Media Relations (press releases, press conferences, pitching story ideas, etc)
- Government Access Channel
- City Hall Tours
- Internal & External Publications (i.e. *Talk of the Town*, *C.I.T.Y. Updates*, the city manager's biweekly column, utility bill inserts, brochures, signage, & other publications).

The Public Affairs Manager provides assistance to employees as they communicate to the public, by coordinating the Speakers' Bureau and preparing city employees for interviews and speaking engagements.

The Public Affairs Manager provides general oversight for the content and ongoing development of the city website.

The Public Affairs Manager is also involved with special projects and events related to promoting a positive public image for the City. These projects are identifiable within the city organization by the significant level of citizen involvement, such as the Down East Viking Football Classic, the Great American Clean-Up, and Salvation Army Bell Ringer Volunteers. These items, along with acting as a general point of contact for citizen feedback, comprise the work identified below as "public relations".

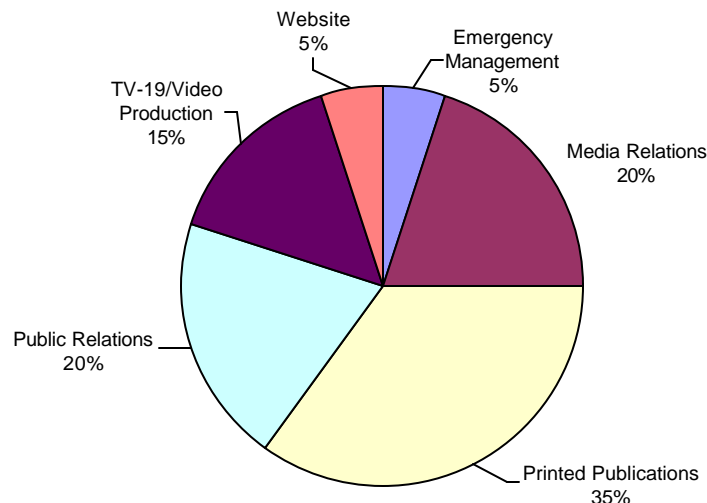
### Prior Year Accomplishments:

- ✍ Developed protocol for use of emergency alert system accessed through Cox Communications.
- ✍ Continued news, information and ad development and release to broadcast and print media outlets.
- ✍ Continued publication of *Talk of the Town*, *C.I.T.Y. Updates*, and other city publications.

### FY 2007-2008 Initiatives:

- ✍ Implement digital conversion of TV-19 studio.
- ✍ Initiate email newsletter program for city employees, with further intention to create an email newsletter for citizens.
- ✍ Ensure quarterly publication of *Talk of the Town*

**Public Affairs Workload, FY 2007**



# City Manager's Office

## Public Affairs

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	141,557	145,059	138,625	139,679
Current Operating	13,854	14,700	14,700	20,900
Fixed Charges & Services	84	1,800	1,800	1,800
Other Expenses	(56,250)	(60,650)	(60,650)	(66,650)
Capital Outlay	3,646	14,000	13,000	35,000
<b>Total</b>	<b>102,891</b>	<b>114,909</b>	<b>107,475</b>	<b>130,729</b>

### Budget Highlights:

- Printing will cover the various city publications such as *Talk of the Town* and *C.I.T.Y Updates*.
- Funds are also included for upgrading and updating of C.I.T.Y. TV-19.

# City Manager's Office

## Public Affairs

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	108,029	109,083	103,815	108,211
412700 Wages-Longevity	3,561	3,561	4,013	-
418100 FICA-Employers Share	8,641	8,791	8,354	8,278
418200 Retirement	5,468	5,520	5,290	5,302
418201 Retirement-401K General	4,112	4,506	4,153	4,328
418300 Insurance-Hospital	8,213	10,068	9,500	10,070
418301 Insurance-Life	220	230	200	190
431400 Travel Allowance	3,313	3,300	3,300	3,300
<b>Personal Services Total</b>	<b>141,557</b>	<b>145,059</b>	<b>138,625</b>	<b>139,679</b>
<b>Current Operating</b>				
426000 Office Supplies	314	300	300	300
429900 Supplies-Miscellaneous	893	900	900	900
431200 Travel-Conference/Schools	89	2,000	2,000	2,000
432500 Postage	948	1,000	1,000	1,500
434100 Printing	11,249	9,300	9,300	15,000
439100 Advertising	-	-	800	800
449100 Professional Dues	360	400	400	400
<b>Current Operating Total</b>	<b>13,854</b>	<b>13,900</b>	<b>14,700</b>	<b>20,900</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	84	1,800	1,800	1,800
<b>Fixed Charges &amp; Services Total</b>	<b>84</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(56,250)	(60,650)	(60,650)	(66,650)
<b>Other Expenses Total</b>	<b>(56,250)</b>	<b>(60,650)</b>	<b>(60,650)</b>	<b>(66,650)</b>
<b>Capital Outlay</b>				
555500 Other Equipment	3,646	14,800	13,000	35,000
<b>Capital Outlay Total</b>	<b>3,646</b>	<b>14,800</b>	<b>13,000</b>	<b>35,000</b>
	<b>102,891</b>	<b>114,909</b>	<b>107,475</b>	<b>130,729</b>

# City Manager's Office

## Public Affairs

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Public Affairs Manager	22	1	1	1	
Video Production Specialist	18	1	1	1	
Administrative Secretary*	10	½	½	½	
<b>Total</b>		<b>2 ½</b>	<b>2 ½</b>	<b>2 ½</b>	

\* Position shared with City Manager Administration

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
Equipment – digital conversion	New	\$20,000



# City Manager's Office

## Downtown Development

The goal of the Downtown Development program for the City of Rocky Mount is to revitalize the central city and to reverse the negative perception of deterioration. The Downtown Development Manager is responsible for initiating, managing, and coordinating programs and activities to promote and support downtown development, including recommending and assisting in the implementation of the Downtown Action Plan, program goals and objectives, and schedules and policies for promoting downtown development services.

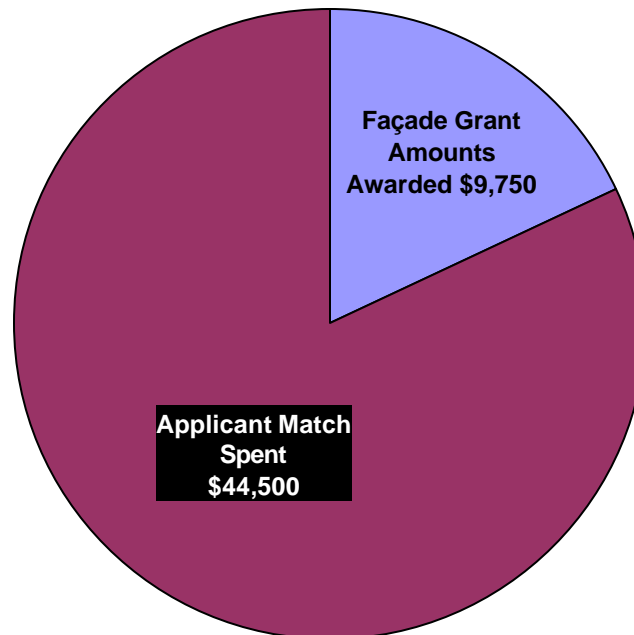
### Prior Year Accomplishments:

- ✍ Successfully collaborated in the creation of a central city local historic district.
- ✍ Publicized and promoted incentives for attracting new private investment in the central business district.
- ✍ Continued development and training for increased public participation in Central City Revitalization Panel and Downtown.
- ✍ Played up historical character of area in marketing area to new owners and businesses.
- ✍ Assisted with the redevelopment of 12 private buildings by working with new / existing owners.

### FY 2007-2008 Initiatives:

- ✍ Enhance and expand recently created downtown festivals.
- ✍ Continue to market downtown real estate with an "available properties" listing on Downtown Development website.
- ✍ Continue speaking engagements to highlight progress in the downtown and promote interest.
- ✍ Continue working with Downtown Merchants Association to help address downtown issues and concerns.
- ✍ Assist in the redevelopment of Douglas Block. Spearhead the downtown Streetscape plan and implementation of same.

**Downtown Façade Improvement Grant Program  
FY 2006-2007**



# City Manager's Office

## Downtown Development

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	89,792	88,779	86,576	92,015
Current Operating	30,650	78,090	70,690	61,500
Other Expenses	(26,800)	(36,900)	(36,900)	(38,400)
Capital Outlay	-	1,000	675	-
<b>Total</b>	<b>93,642</b>	<b>130,969</b>	<b>121,041</b>	<b>115,115</b>

### Budget Highlights:

- Funds are included for printing of the Downtown Newsletter and brochures.
- Other Services provides funds for the North Carolina Main Street project assistance.
- Funds are included for Façade Grant Program.
- Funds are included to promote downtown festivals

# City Manager's Office

## Downtown Development

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	68,336	68,536	67,005	70,837
412600 Wages-Part Time	3,390	3,200	3,200	3,200
418100 FICA-Employers Share	5,076	4,657	4,128	5,416
418200 Retirement	3,348	3,358	3,286	3,471
418201 Retirement-401K General	2,103	2,741	2,680	2,834
418300 Insurance-Hospital	3,284	4,027	4,027	4,027
418301 Insurance-Life	138	150	140	120
419000 Professional Services	2,000	-	-	-
431400 Travel Allowance	1,907	1,900	1,900	1,900
431600 Cellular Telephone Allowance	211	210	210	210
<b>Personal Services Total</b>	<b>89,792</b>	<b>88,779</b>	<b>86,576</b>	<b>92,015</b>
<b>Current Operating</b>				
426000 Office Supplies	458	500	500	500
429900 Supplies-Miscellaneous	2,180	11,100	7,500	5,000
431100 Travel-Mileage Reimbursement	549	1,000	500	1,000
431200 Travel-Conference/Schools	1,818	2,500	1,800	2,500
432500 Postage	-	100	100	100
433000 Utilities	166	250	150	200
434100 Printing	1,541	2,500	2,500	4,000
439607 Development of City	2,429	2,500	2,500	2,500
439900 Other Services	9,163	10,000	7,500	10,000
439956 Other Services-Harambee	-	10,000	10,000	10,000
449100 Professional Dues	345	500	500	500
449300 Subscriptions	34	200	200	200
469000 Grant-Nash Arts	-	4,000	4,000	-
469034 Facade Programs	11,966	32,940	32,940	25,000
<b>Current Operating Total</b>	<b>30,650</b>	<b>78,090</b>	<b>70,690</b>	<b>61,500</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(26,800)	(36,900)	(36,900)	(38,400)
<b>Other Expenses Total</b>	<b>(26,800)</b>	<b>(36,900)</b>	<b>(36,900)</b>	<b>(38,400)</b>
<b>Capital Outlay</b>				
551000 Office Furniture	-	1,000	675	-
<b>Capital Outlay Total</b>	<b>-</b>	<b>1,000</b>	<b>675</b>	<b>-</b>
	<b>93,642</b>	<b>130,969</b>	<b>121,041</b>	<b>115,115</b>

# City Manager's Office

## Downtown Development

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Downtown Development Manager	22	1	1	1	
Total		1	1	1	

### Capital Outlay

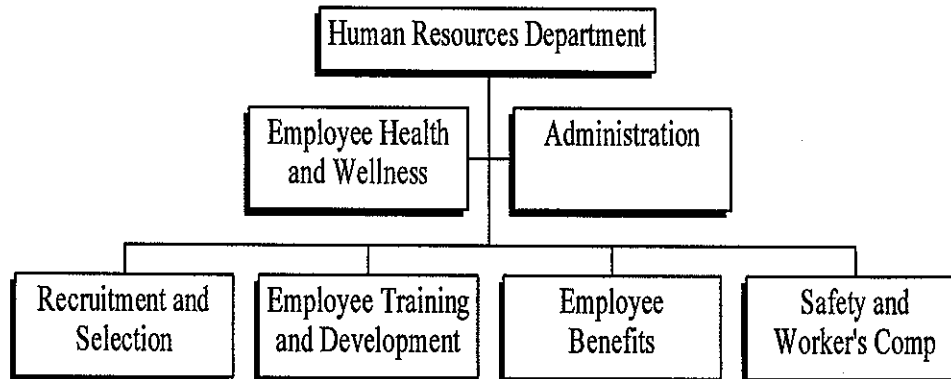
Category/Description

New/Replacement

Amount

# Human Resources Department

The mission of the Human Resources Department is to provide professional human resources services to support departments in accomplishing the City's mission and promoting workforce development.



## Performance Indicators:

Indicator	Actual	Budget	Projected	Goal
	2005-06	2006-07	2006-07	2007-08
1. Employment applications received	3,352	3,250	2,000	3,000
2. Employment interviews conducted	417	350	232	300
4. Work injuries reported & investigated	177	150	167	155
5. Vehicle accidents reviewed	118	120	115	112
6. Safety awards earned by departmental teams	110	135	120	125
Tuition reimbursement and educational incentives	44	60	40	42
7. awarded.				
8. Secondary employment permits reviewed	975	900	950	900
9. Personnel Actions processed and documented	1,528	1,670	2,030	1,500
Performance evaluations documented and	855	804	854	854
10. processed				
11. Alcohol/drug tests performed	275	300	300	300
Employees participating Employee Assistance	30/67	30/60	23/35	30/60
12. Programs.				
13. Service awards processed	55	65	74	50

# Human Resources Department

## Administration

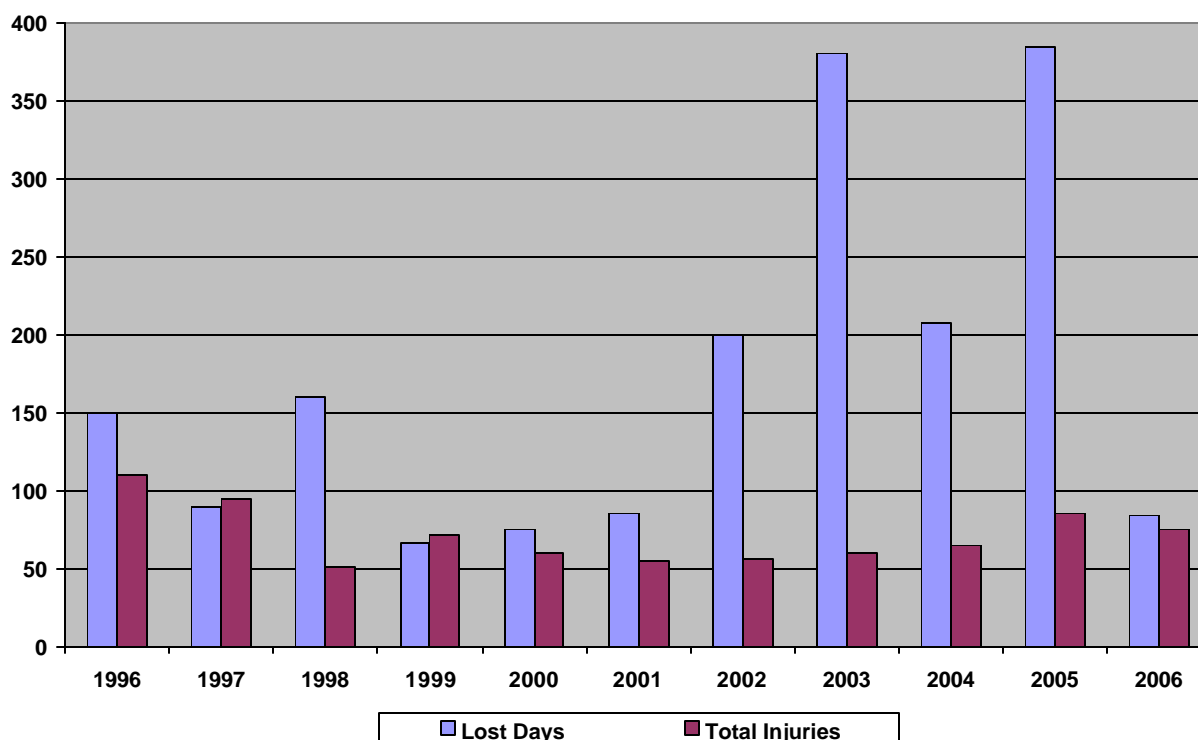
### Prior Year Accomplishments:

- ✍ Completed recruitments for five department and division head positions.
- ✍ Achieved reduction in Workers Compensation claims.
- ✍ Initiated and improved health and wellness programs.
- ✍ Completed job descriptions for eight departments.

### FY 2007-2008 Initiatives:

- ✍ Develop new training program.
- ✍ Revise Personnel Manual.
- ✍ Implement health and wellness initiatives recommended by Committee.
- ✍ Conduct job class and compensation study.

Lost Days & Total Injuries



# Human Resources Department

## Human Resources

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	412,601	414,056	406,097	454,304
412600 Wages-Part Time	2,177	5,566	5,566	5,566
412700 Wages-Longevity	14,690	12,523	12,728	13,642
418100 FICA-Employers Share	31,689	30,935	31,365	35,797
418200 Retirement	20,911	20,888	20,513	22,930
418201 Retirement-401K General	14,305	17,033	16,235	17,724
418300 Insurance-Hospital	28,486	36,243	32,220	37,174
418301 Insurance-Life	821	990	868	780
418302 Insurance-Retirees	330,000	400,000	400,000	400,000
418500 Unemployment Compensation	31,137	23,000	23,000	23,000
418600 Workers Compensation	27,500	62,500	77,500	77,500
418901 Fringe Benefit-Wellness	-	10,000	10,000	40,000
418902 Fringe Benefit-Recruitment	2,932	7,500	14,000	7,500
418903 Fringe Benefit-Relocation	4,248	4,500	4,500	5,000
418904 Fringe Benefit-Physical Exams	19,015	30,500	24,000	30,000
418907 Fringe Benefit-Employee Assistance	12,110	13,000	13,000	13,000
418908 Fringe Benefit-Tuition Reimbursement	17,500	13,000	18,000	15,000
419000 Professional Services	3,569	8,000	8,000	20,000
419800 Consultant	-	10,000	5,000	5,000
431400 Travel Allowance	6,324	6,300	6,300	6,300
431500 Housing Allowance	2,294	-	-	-
439300 Temporary Help Services	-	1,000	1,000	1,500
<b>Personal Services Total</b>	<b>982,309</b>	<b>1,127,534</b>	<b>1,129,892</b>	<b>1,231,717</b>
<b>Current Operating</b>				
423201 Program Supplies-Safety	8,987	9,000	9,000	9,000
423202 Program Supplies-Emp Recognition	485	2,000	2,000	1,000
423203 Program Supplies-Awards	8,840	10,000	10,000	11,000
423204 Program Supplies-Training	3,530	3,200	3,500	3,000
423205 Program Supplies-Commercial Dr	163	500	300	500
426000 Office Supplies	3,738	4,000	4,000	4,000
429900 Supplies-Miscellaneous	25	-	-	-
429907 Supplies-Safety	9,077	9,000	9,000	9,000
431100 Travel-Mileage Reimbursement	590	1,000	1,000	1,000
431200 Travel-Conference/Schools	4,000	4,000	4,000	8,000
432100 Telephone	7,256	7,730	7,730	7,890
434100 Printing	6,768	6,500	6,500	6,500
435200 Repairs-Equipment	1,140	1,140	1,140	1,200
439100 Advertising	6,243	15,000	15,000	10,000
439607 Development of City	243	400	300	500
439907 Appaisal Study	-	-	-	60,000
441100 Rental-Building	7,552	7,800	7,800	9,700
449100 Professional Dues	259	2,000	2,000	2,300
449300 Subscriptions	823	1,500	1,500	1,500
<b>Current Operating Total</b>	<b>69,718</b>	<b>84,770</b>	<b>84,770</b>	<b>146,090</b>

## Human Resources Department

### Human Resources

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b><u>Fixed Charges &amp; Services</u></b>				
444000 Maint & Service Contract	6,992	-	-	-
444017 Contracts-Drug Testing	-	14,000	14,000	12,000
<b>Fixed Charges &amp; Services Total</b>	<b>6,992</b>	<b>14,000</b>	<b>14,000</b>	<b>12,000</b>
<b><u>Other Expenses</u></b>				
480000 Administrative Service Charge	(465,900)	(494,300)	(494,300)	(537,300)
499200 Provisional Pay Adjustment	-	600,000	600,000	600,000
<b>Other Expenses Total</b>	<b>(465,900)</b>	<b>105,700</b>	<b>105,700</b>	<b>62,700</b>
<b><u>Capital Outlay</u></b>				
551000 Office Furniture	-	1,500	1,000	1,500
555000 Office Equipment	-	500	1,000	3,600
<b>Capital Outlay Total</b>	<b>-</b>	<b>2,000</b>	<b>2,000</b>	<b>5,100</b>
	<b>593,119</b>	<b>1,334,004</b>	<b>1,336,362</b>	<b>1,457,607</b>



# Human Resources Department

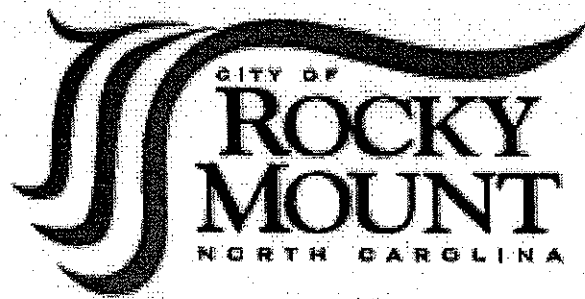
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## Staffing Table

	<b>Pay Range</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2007-08 Adopted</b>	<b>Difference</b>
Director of Human Resources	26	1	1	1	
Benefits Coordinator	21	1	1	1	
Employee Development Coordinator	21	1	1	1	
Occupational Health Nurse	21	1	1	1	
Recruitment & Selection Coordinator	21	1	1	1	
Safety Coordinator	19	1	1	1	
Personnel Technician	14	1	1	1	
Benefits Technician	12	1	1	1	
Recruitment Technician	10	1	1	1	
Administrative Clerk	09	1	1	1	
Total		10	10	10	

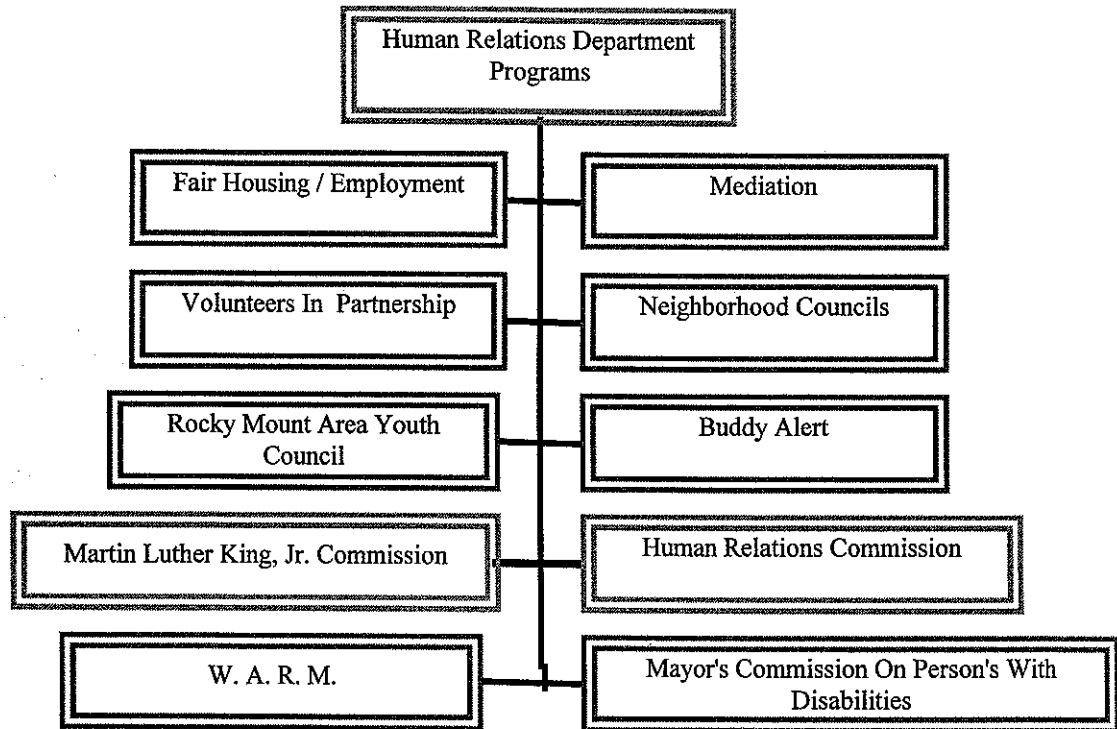
## Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Human Relations Department

The mission of the Human Relations Department is to assure equal opportunity for all citizens.



## Performance Indicators:

		Actual	Budget	Projected	Goal
	Indicator	2005-06	2006-07	2006-07	2007-08
1	Employment Cases Investigated	27	37	40	35
2	Housing Cases Investigated	127	120	145	130
3	Consumer Cases	66	65	70	65
4	Crisis Situations Handled	26	32	30	32
5	Discrimination Cases Handled	11	10	10	10
6	Gatekeeper Cases Handled	15	10	25	30
7	Senior Tar Heel Cards Issued	126	150	135	145
8	Meetings/Workshop Participants	695	715	725	775
9	Volunteer Participants Hours	448	650	550	600
10	Information Inquiries	1,820	1,750	1,750	1,800
11	Cases Conciliated/Resolved	167	172	170	165
12	W.A.R.M. Program - customers	6,151	3,200	5,950	6,000

# Human Relations Department

## Administration

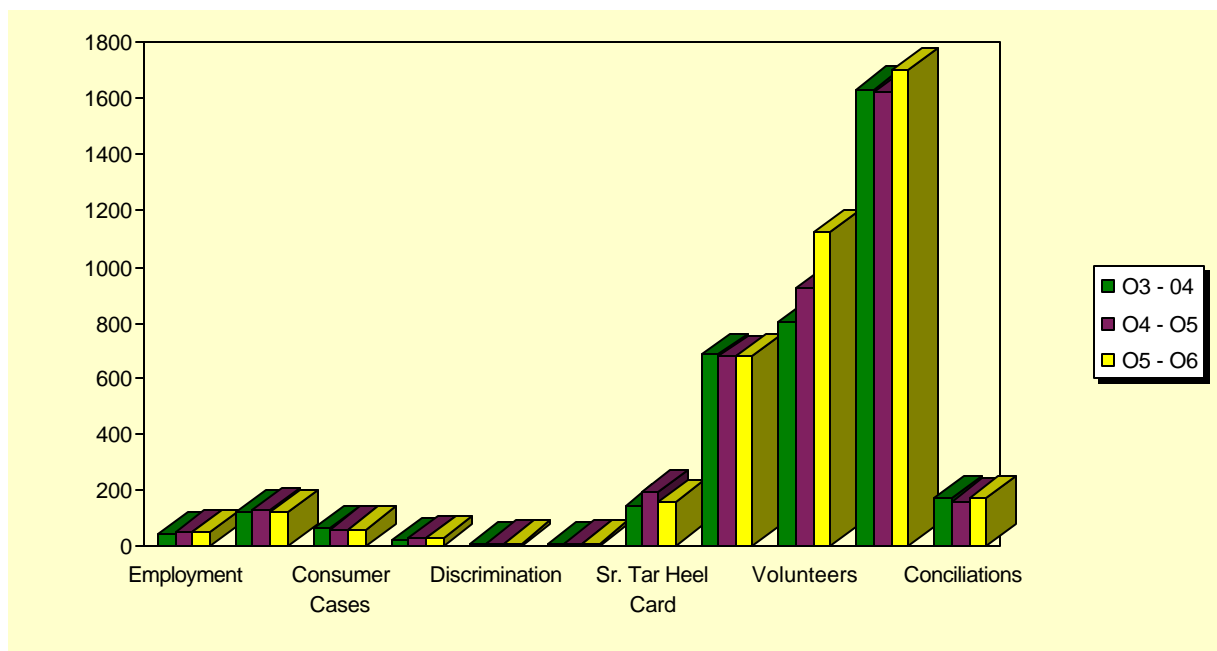
### Prior Year Accomplishments:

- ✍ Staffed a Case Manager Project
- ✍ Hosted a Diversity Conference
- ✍ Sponsored a Statewide Conference on Disabilities
- ✍ Became a satellite office for EEOC
- ✍ Continued meeting with area realtors to resolve housing-related issues
- ✍ Provided training for businesses and human services agencies
- ✍ Sponsored a Youth Job Fair with Chamber of Commerce and OIC
- ✍ Met with at least 8 neighborhood groups
- ✍ Sponsored tenant/landlord sessions
- ✍ Sponsored a Public Forum on the needs of the elderly

### FY 2007-2008 Initiatives:

- ✍
- ✍
- ✍
- ✍
- ✍
- ✍
- ✍
- ✍
- ✍
- ✍

## Human Relations Progress Tracking



# Human Relations Department

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## Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	230,141	238,913	238,612	210,701
Current Operating	56,272	68,350	66,270	71,080
Capital Outlay	663,635	693,700	663,700	690,000
Other Expenses	(804,800)	(783,910)	(834,300)	(768,550)
<b>Total</b>	<b>145,247</b>	<b>217,053</b>	<b>134,282</b>	<b>203,231</b>

## Budget Highlights:

- Funds for Conferences and Schools are for various human relations training programs.
- Amounts are included for a variety of activities including: Human Relations Commission, Mayor's Commission on Persons with Disabilities, Rocky Mount Youth Council, Summer Youth Institute, Volunteers in Partnership (VIP), Neighborhood Council Initiatives and Faith Partnerships. Also included are funds for programs such as Fair Housing, Employment and Diversity Training.
- Funds are included for routine operating and office supplies.
- Funds budgeted to facilitate the W.A.R.M. program.

# Human Relations Department

## Human Relations

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	221,352	235,703	225,126	331,358
412600 Wages-Part Time	3,218	6,525	7,400	3,000
412700 Wages-Longevity	10,301	8,591	9,486	10,055
418100 FICA-Employers Share	17,697	18,640	18,356	25,865
418200 Retirement	11,351	12,100	11,510	16,730
418201 Retirement-401K General	8,565	8,919	8,301	10,068
418300 Insurance-Hospital	14,665	20,135	18,473	28,190
418301 Insurance-Life	451	480	480	570
431400 Travel Allowance	4,417	4,400	4,400	4,400
<b>Personal Services Total</b>	<b>292,018</b>	<b>315,493</b>	<b>303,532</b>	<b>430,236</b>
<b>Current Operating</b>				
423200 Program Supplies	1,495	7,167	8,000	9,000
426000 Office Supplies	1,039	1,500	1,800	2,000
431100 Travel-Mileage Reimbursement	1,463	2,000	1,300	2,000
431200 Travel-Conference/Schools	2,891	4,180	4,180	4,150
432100 Telephone	2,417	3,300	3,300	3,300
434100 Printing	2,063	5,000	4,000	5,000
435200 Repairs-Equipment	-	150	-	150
439100 Advertising	81	150	100	150
439900 Other Services	-	8,500	3,000	4,500
449100 Professional Dues	20	150	125	200
449300 Subscriptions	-	100	100	100
<b>Current Operating Total</b>	<b>11,469</b>	<b>32,197</b>	<b>25,905</b>	<b>30,550</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(50,000)	(126,600)	(126,600)	(167,800)
<b>Other Expenses Total</b>	<b>(50,000)</b>	<b>(126,600)</b>	<b>(126,600)</b>	<b>(167,800)</b>
<b>Capital Outlay</b>				
551000 Office Furniture	-	5,653	5,000	5,850
555000 Office Equipment	-	-	-	200
<b>Capital Outlay Total</b>	<b>-</b>	<b>5,653</b>	<b>5,000</b>	<b>6,050</b>
	<b>253,486</b>	<b>226,743</b>	<b>207,837</b>	<b>299,036</b>

# Human Relations Department

## Human Relations

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Director of Human Relations	26	1	1	1	
Human Relations Specialist	18	2	2	2	
Neighborhood Coordinator	18	0	0	1	1
Customer Assistance Specialist	14	2	2	2	
Department Secretary	12	1	1	1	
<b>Total</b>		<b>6</b>	<b>6</b>	<b>7</b>	<b>1</b>

### Capital Outlay

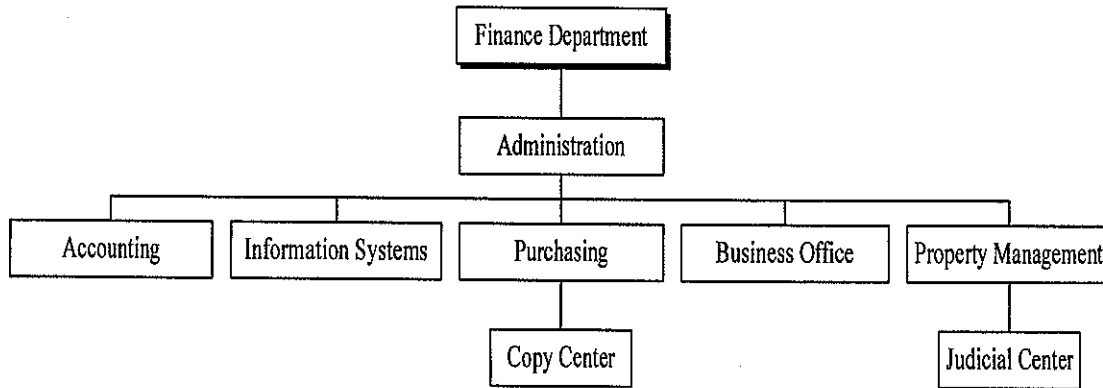
<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Finance Department

The mission of the Finance Department is to provide responsible and innovative financial management, information systems, and central services for the benefit of the City organization and community.



## Performance Indicators:

Indicator	Actual 2005-06	Budget 2006-07	Projected 2006-07	Goal 2007-08
1. Checks processed	12,242	12,000	12,400	12,500
2. Tax bills prepared	26,463	27,000	26,750	28,000
3. Invoices generated	10,148	8,000	10,000	10,200
4. Bids processed	550	700	670	700
5. Purchase orders processed	4,684	4,900	4,750	4,800
6. Dollar amount of copies generated	134,000	140,000	130,000	140,000
7. Warehouse inventory withdrawals	9,579	10,700	10,700	10,750
8. Service applications generated/processed	63,430	89,680	87,550	91,875
9. Utility accounts billed	386,823	393,000	389,038	391,266
10. Meters Read	913,169	1,040,000	915,604	918,050
11. Number of payments processed	429,343	450,000	448,274	468,039
12. Number of worthless checks processed	1,865	1,965	1,900	1,935
13. Number of draft accounts processed	10,649	10,635	10,861	1,935
14. User per Information Systems Staff	53	N/A	59	67
15. City employees using computers	580	705	590	600
16. Number of properties under management	21	24	24	24
17. Number of maintenance workorders completed	2,733	2,700	2,700	2,500
18. Number of liability claims processed	89	75	94	75
19. Number of leased FEMA lots being administered	72	74	80	86

# Finance Department

## Budget Overview

The Finance Department is 2.64% of the General Fund and .67% of the Total Operating Budget for the City of Rocky Mount. With 88 positions, the Department has 9.46% of the total City workforce.

Expenditures by Division	2005-06	2006-07	2006-07	2007-08
Finance	Actual	Budget	Projected	Adopted
Administration	145,247	217,783	134,282	203,231
Accounting	77,064	126,783	75,175	128,775
Purchasing	98,301	87,544	82,299	95,620
Business Office	(46,106)	175,067	(33,058)	116,473
Information Systems	(211,713)	637,410	84,876	48,830
<b>Finance Total</b>	<b>62,793</b>	<b>1,221,206</b>	<b>343,574</b>	<b>592,929</b>

Central Services				
Print Shop	91,318	3,000	3,000	25,500
Property and Risk Management	369,255	458,840	438,712	474,984
Judicial Center	220,571	223,760	229,904	236,710
<b>Central Services Total</b>	<b>681,133</b>	<b>685,600</b>	<b>671,616</b>	<b>737,194</b>

Positions by Division	2005-06	2006-07	2007-08	
	Actual	Budget	Adopted	Difference
Accounting	9	9	9	
Administration	3	3	3	
Business Office	46	51	51	
Collections	0	0	0	
Information Systems	8	9	9	
Print Shop	0	0	0	
Property and Risk Management	6	8	8	
Purchasing & Warehouse	8	8	8	
<b>Total</b>	<b>80</b>	<b>88</b>	<b>88</b>	

# Finance Department

## Administration

The Administration Division is responsible for directing and coordinating the financial management, information systems and property management activities of the City to effectively support City operations. The Division also provides direction and support to the efforts of the utility business office and revenue collection in servicing their customers. The Division ensures that all activities of the department comply with all federal, state, and local laws and policies.

Programs within the Administration Division include: Financial Reporting & Annual Audit; Control & Distribution of City Expenditures; Investment of Idle Funds; Financial Grant Management; Provide Assistance In Financial Matters To All Internal Departments; and Administration of Department Functions.

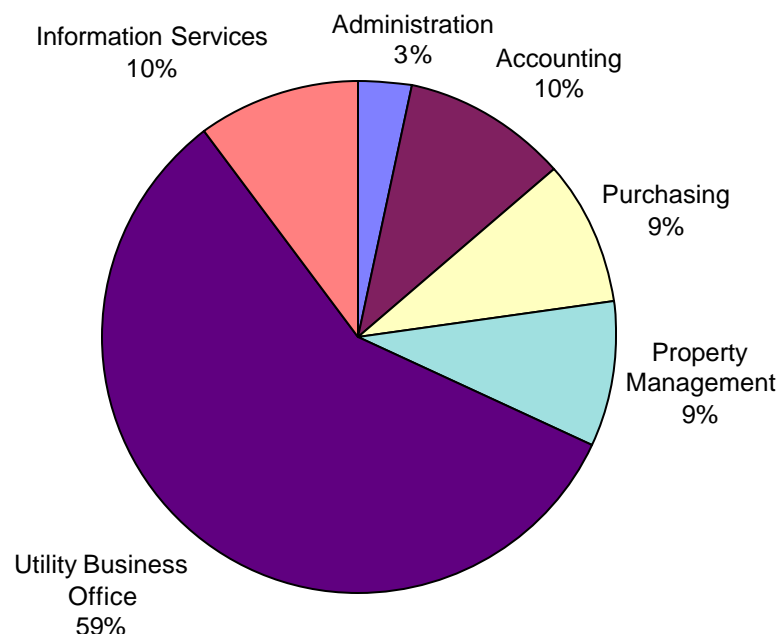
### Prior Year Accomplishments:

- ✍ Received Government Finance Officers Association "Certificate of Achievement" for the twelfth consecutive year with the 2006 Report and applied for the 2007.
- ✍ Assisted with the development of the Utilities Services Review Board (USRB).
- ✍ Updated the Customer Services Policy.

### FY 2007-2008 Initiatives:

- ✍ Review internal controls of City's financial operations.
- ✍ Assist with the development of a plan to address GASB 45 (Other Post Employee Benefits Liability).
- ✍ Evaluated Finance Department functions and improve processes and services.

### Finance Department Employees



# Finance Department

## Administration

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	230,141	238,913	238,612	210,701
Current Operating	56,272	68,350	66,270	71,080
Fixed Charges & Services	663,635	693,700	663,700	690,000
Other Expenses	(804,800)	(783,910)	(834,300)	(768,550)
<b>Total</b>	<b>145,247</b>	<b>217,053</b>	<b>134,282</b>	<b>203,231</b>

### Budget Highlights:

- Maintenance and Service Contracts covers the fee for Annual Financial Report Certification and computer software consulting.
- Funds are budgeted for the City's insurance policies including general liability, auto liability, property, and excess workers compensation insurance.
- Damages and Judgments provide funds to pay claims under insurance deductibles.

# Finance Department

## Administration

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	180,449	184,871	181,662	161,276
412600 Wages-Part Time	1,028	-	-	-
412700 Wages-Longevity	7,217	7,217	11,136	5,312
418100 FICA-Employers Share	12,401	12,899	12,888	12,744
418200 Retirement	9,196	9,412	9,447	8,163
418201 Retirement-401K General	5,979	7,683	7,146	6,451
418300 Insurance-Hospital	9,127	12,081	11,618	12,081
418301 Insurance-Life	327	350	315	274
431400 Travel Allowance	4,417	4,400	4,400	4,400
<b>Personal Services Total</b>	<b>230,141</b>	<b>238,913</b>	<b>238,612</b>	<b>210,701</b>
<b>Current Operating</b>				
426000 Office Supplies	697	1,000	1,000	1,200
431100 Travel-Mileage Reimbursement	1,073	1,500	1,000	1,500
431200 Travel-Conference/Schools	3,815	3,800	2,000	4,000
432100 Telephone	47,551	51,600	51,600	53,380
434100 Printing	399	530	350	400
435200 Repairs-Equipment	36	100	100	100
439900 Other Services	1,683	8,000	8,000	8,200
449100 Professional Dues	318	890	900	900
449300 Subscriptions	699	1,320	1,320	1,400
<b>Current Operating Total</b>	<b>56,272</b>	<b>68,740</b>	<b>66,270</b>	<b>71,080</b>
<b>Fixed Charges &amp; Services</b>				
444001 Contracts-Risk Management	23,798	-	10,000	10,000
445000 Insurance	557,365	587,610	593,700	605,000
445600 Damages & Judgements	82,472	90,000	60,000	75,000
<b>Fixed Charges &amp; Services Total</b>	<b>663,635</b>	<b>677,610</b>	<b>663,700</b>	<b>690,000</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(804,800)	(834,300)	(834,300)	(851,000)
499101 Reserved Budget-Operating	-	43,439	-	82,450
<b>Other Expenses Total</b>	<b>(804,800)</b>	<b>(790,861)</b>	<b>(834,300)</b>	<b>(768,550)</b>
	<b>145,247</b>	<b>194,402</b>	<b>134,282</b>	<b>203,231</b>

# Finance Department

## Administration

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Director of Finance	28	1	1	1	
Paralegal	16	1	1	1	
Department Secretary	12	1	1	1	
<b>Total</b>		<b>3</b>	<b>3</b>	<b>3</b>	

### Capital Outlay

Category/Description

New/Replacement

Amount

# Finance Department

## Accounting

The Accounting Division is responsible for recording and reporting the City's financial activities, processing of payroll and accounts payable, and the billing of property taxes and miscellaneous revenues. The Division's activities are performed in accordance with federal and state laws and in compliance with generally accepted accounting principles for the benefit of the public and the financial community.

Programs within the Accounting Division include: Accounts Payable; Payroll Processing; Tax Billing; Miscellaneous Invoice Billing; Fixed Assets; Grants Management; General Ledger Management; Financial Reporting; and Audit Compliance and Support.

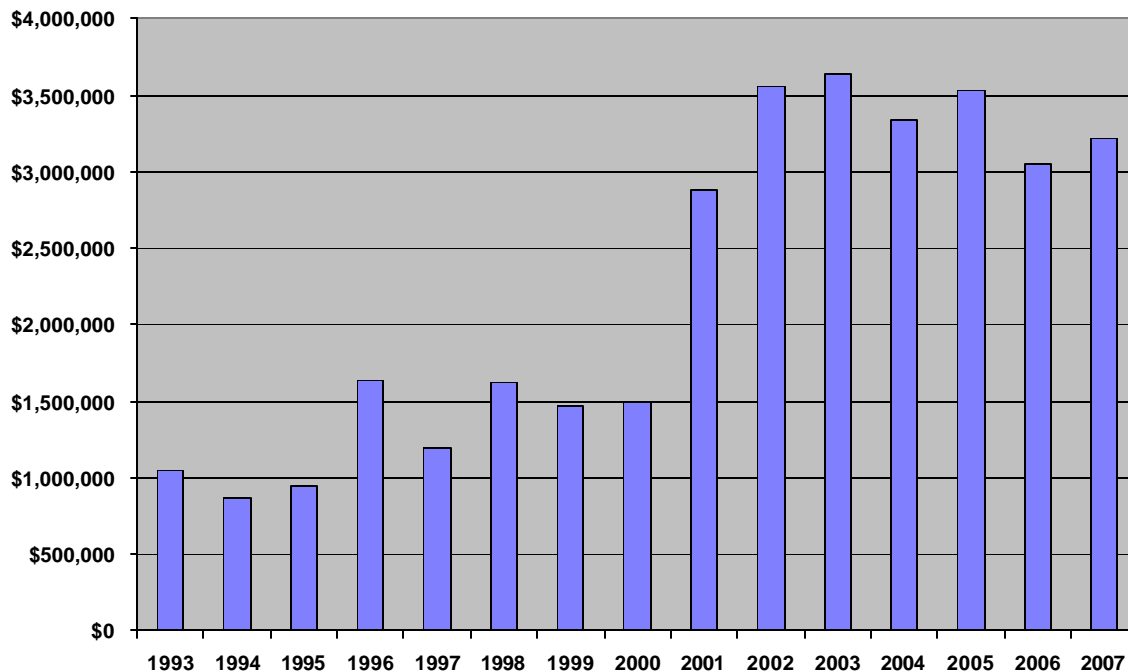
### Prior Year Accomplishments:

- ✍ Completed 2005-2006 annual audit and received GFOA award for twelfth consecutive year.
- ✍ Improved rating score by Dunn & Bradstreet for on-time payment to vendors.
- ✍ Completed software conversion of all community development loans to new software.

### FY 2007-2008 Initiatives:

- ✍ Enhance new software with online features for tax customers and employees.
- ✍ Explore banking and investment opportunities to improve returns to idle funds.
- ✍ Implement positive payment banking for checks processed, which will provide advanced security and fraud protection.
- ✍ Install new report writer software to enable staff to prepare the Comprehensive Annual Financial Report (CAFR).

**Total Assessment and Misc. Invoices**



# Finance Department

## Accounting

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	425,208	487,833	439,225	493,375
Current Operating	26,931	29,450	28,480	30,800
Fixed Charges & Services	14,157	15,000	13,000	15,000
Other Expenses	(391,100)	(407,500)	(407,500)	(412,400)
Capital Outlay	1,868	2,000	1,970	2,000
<b>Total</b>	<b>77,064</b>	<b>126,783</b>	<b>75,175</b>	<b>128,775</b>

### Budget Highlights:

- Contracts-Banks reflects the cost of the City's banking services.
- Printing covers items such as W-2 and 1099 forms, tax bills and Edgecombe County tax tape, and other routine correspondence.
- Overtime covers employees' time for completing payroll and check processing year end and audit preparation work, preparing annual property taxes, and conversion projects for MUNIS software, plus time for conversion to new City utility software.
- Postage will provide the funds necessary to mail tax bills, city bills for service, city checks and other routine correspondence.



# Finance Department

## Accounting

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	321,512	366,043	326,871	370,352
412200 Wages-Overtime	14,889	14,750	14,750	15,000
412700 Wages-Longevity	9,108	9,847	10,850	8,753
418100 FICA-Employers Share	25,547	29,603	25,411	29,003
418200 Retirement	16,930	19,040	17,063	18,578
418201 Retirement-401K General	11,956	15,544	13,456	14,815
418300 Insurance-Hospital	24,596	32,216	30,129	36,244
418301 Insurance-Life	668	790	695	630
<b>Personal Services Total</b>	<b>425,208</b>	<b>487,833</b>	<b>439,225</b>	<b>493,375</b>
<b>Current Operating</b>				
426000 Office Supplies	9,123	9,600	9,600	9,700
431200 Travel-Conference/Schools	3,995	4,600	4,600	6,000
432500 Postage	7,739	8,600	8,350	9,000
434100 Printing	5,335	5,600	4,900	5,000
435200 Repairs-Equipment	123	150	130	200
449100 Professional Dues	615	900	900	900
<b>Current Operating Total</b>	<b>26,931</b>	<b>29,450</b>	<b>28,480</b>	<b>30,800</b>
<b>Fixed Charges &amp; Services</b>				
444036 Contracts-Banks	14,157	15,000	13,000	15,000
<b>Fixed Charges &amp; Services Total</b>	<b>14,157</b>	<b>15,000</b>	<b>13,000</b>	<b>15,000</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(391,100)	(407,500)	(407,500)	(412,400)
<b>Other Expenses Total</b>	<b>(391,100)</b>	<b>(407,500)</b>	<b>(407,500)</b>	<b>(412,400)</b>
<b>Capital Outlay</b>				
551000 Office Furniture	1,868	2,000	1,970	2,000
<b>Capital Outlay Total</b>	<b>1,868</b>	<b>2,000</b>	<b>1,970</b>	<b>2,000</b>
	<b>77,064</b>	<b>126,783</b>	<b>75,175</b>	<b>128,775</b>

# Finance Department

## Accounting

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Accounting Manager	24	1	1	1	
Accountant	16	4	4	4	
Payroll Technician	14	1	1	1	
Senior Accounting Technician	12	1	1	1	
Accounting Technician	10	2	2	2	
<b>Total</b>		<b>9</b>	<b>9</b>	<b>9</b>	

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
Office Furniture	Replacement	\$2,000

# Finance Department

## Purchasing

The Purchasing Division is responsible for providing centralized procurement services and warehouse operations to effectively support the City organization in compliance with state and local regulations. Additionally, the Division provides centralized mailroom functions and copy center support for the City Hall complex.

Programs within the Purchasing Division include: Central Purchasing Program; Central Copy Center Service; Central Office Supply Service; Centralized Mail Processing Service; Centralized Warehousing Service for City Inventory; and Annual Auction Sale.

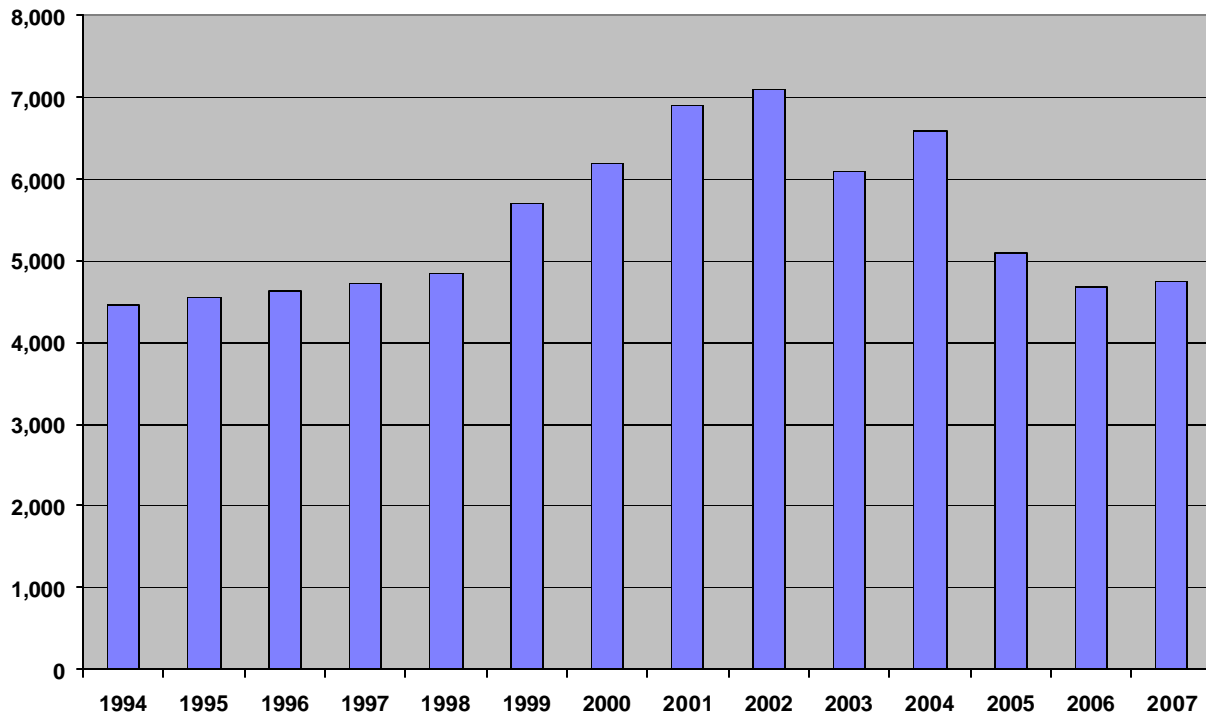
### Prior Year Accomplishments:

- ✍ Completed all Council agendas to meet department needs.
- ✍ Worked with Community Development on identifying MWBE companies and other small business owners.

### FY 2007-2008 Initiatives:

- ✍ Evaluate and implement an online auction program to dispose of surplus City equipment.
- ✍ Evaluate and implement a procurement card system.

**Purchase Orders Processed**



# Finance Department

## Purchasing

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	363,696	375,094	367,999	393,220
Current Operating	33,006	34,550	34,600	37,400
Other Expenses	(298,400)	(320,300)	(320,300)	(335,000)
<b>Total</b>	<b>98,301</b>	<b>89,344</b>	<b>82,299</b>	<b>95,620</b>

### Budget Highlights:

- Funds are included to cover cost of printing bid specifications, contracts, blue prints and auction brochures.
- Amounts are budgeted for repair of equipment at warehouse and repairs to the warehouse.
- Utilities covers cost for services at the Warehouse.

# Finance Department

## Purchasing

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	276,239	279,052	273,408	294,055
412200 Wages-Overtime	894	1,600	1,600	1,600
412700 Wages-Longevity	11,884	12,053	12,292	12,956
418100 FICA-Employers Share	21,610	21,990	21,319	23,486
418200 Retirement	14,130	14,310	14,019	15,044
418201 Retirement-401K General	10,496	11,683	10,950	11,762
418300 Insurance-Hospital	26,269	32,216	32,221	32,217
418301 Insurance-Life	567	590	590	500
431400 Travel Allowance	1,606	1,600	1,600	1,600
<b>Personal Services Total</b>	<b>363,696</b>	<b>375,094</b>	<b>367,999</b>	<b>393,220</b>
<b>Current Operating</b>				
421200 Uniforms	175	200	200	200
425100 Fuel	88	150	150	200
426000 Office Supplies	956	1,000	1,000	1,000
429900 Supplies-Miscellaneous	722	500	500	500
431200 Travel-Conference/Schools	717	1,500	1,500	1,500
433000 Utilities	21,507	19,000	19,000	19,000
434100 Printing	508	1,000	1,000	1,000
435100 Repairs-Building	646	200	2,000	3,000
435300 Repairs-Vehicle	3,706	3,000	3,000	4,000
439100 Advertising	1,471	1,800	2,300	2,800
439918 Auction	-	2,100	1,300	1,500
449100 Professional Dues	200	200	200	200
449300 Subscriptions	41	100	100	100
495603 Inventory Issues-Library	2,268	2,000	2,350	2,400
<b>Current Operating Total</b>	<b>33,006</b>	<b>32,750</b>	<b>34,600</b>	<b>37,400</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(298,400)	(320,300)	(320,300)	(335,000)
<b>Other Expenses Total</b>	<b>(298,400)</b>	<b>(320,300)</b>	<b>(320,300)</b>	<b>(335,000)</b>
	<b>98,301</b>	<b>87,544</b>	<b>82,299</b>	<b>95,620</b>

# Finance Department

## Purchasing

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Purchasing Manager	23	1	1	1	
Senior Purchasing Technician	12	1	1	1	
Warehouse Supervisor	12	1	1	1	
Purchasing Clerk	10	2	2	2	
Warehouse Worker	08	3	3	3	
<b>Total</b>		8	8	8	

### Capital Outlay

Category/Description

New/Replacement

Amount

# Finance Department

## Business Office

The Utility Business Office is responsible for the reading of utility meters, billing services, processing service requests, providing credit assistance to customers. The Division is also responsible for the management of the accounts receivable for utilities, ad valorem taxes and other city revenues. In addition, it is also this Division's duty to process and deposit all revenues in compliance with the City's cash management program.

Programs within the Utility Business Office Division include: Utility Service Orders; Meter Reading; Utility Bills; Revenue Credit & Collections; Customer assistance and referral; Central cashiering of all funds; Ad Valorem tax collection; Processing of worthless checks; and Preparation and delivery of the City Bank Deposit.

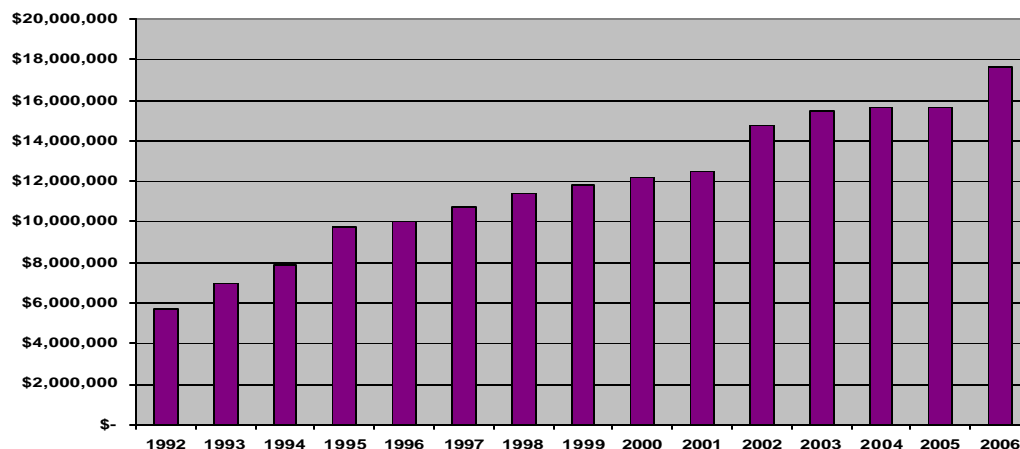
### Prior Year Accomplishments:

- ✍ Worked with the Call Center Supervisor to restructure the current staffing and schedule in the Call center and replace the current part-time pool with permanent Customer Service Representative positions.
- ✍ Worked with the MUNIS software conversion team to establish data mapping and conversion processes to ensure successful implementation of the utility billing module.
- ✍ Continued working with the Cashiering supervisor and the Accountant to finalize, implement and monitor the enhanced cashiering processes and complete training of new cashiers to finalize the setup of individual cashiering stations in other departments.
- ✍ Continued working with the implementation of the AMR program for automated meter reading to begin the transition from manual to automated meter reading.

### FY 2007-2008 Initiatives:

- ✍ Work with Cashiering Supervisor to purchase and install a remittance payment processor to enhance the speed and accuracy of processing payments made by mail.
- ✍ Work with the IS Manager and IS Analyst to purchase broadband cards and laptops for Field Services to implement mobile service order processing for Customer Service Technicians.
- ✍ Continue working with the Software Search Committee to implement the MUNIS Utility Billing Module or select, purchase, and implement a new customer information and utility billing software application.
- ✍ Continue working with the Field Services Supervisor and the AMR team to implement the AMR program and assess staffing needs to gradually move from manual to automated meter reading.

Property Tax Collections



# Finance Department

## Business Office

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	1,918,408	2,058,741	1,861,592	2,056,333
Current Operating	338,626	376,300	379,450	382,340
Fixed Charges & Services	65,244	96,500	96,500	76,500
Other Expenses	(2,388,600)	(2,388,600)	(2,388,600)	(2,441,700)
Capital Outlay	42,816	18,000	18,000	43,000
<b>Total</b>	<b>(46,106)</b>	<b>175,067</b>	<b>(33,058)</b>	<b>116,473</b>

### Budget Highlights:

- Funds are budgeted for part time wages for Meter Reader Helpers to cover permanent full-time staff reduction during AMR implementation.
- Funds are included in Standby and Overtime to cover the cost of on-call Customer Service workers and Customer Service Representatives processing weekly delinquent accounts for cutoff.
- Amounts are budgeted for on-line credit risk assessment and membership in the utility exchange service to reduce risk of bad debt.
- Printing covers costs of outsourcing printing, stuffing and mailing of utility bills.
- Funds in Conferences and Schools includes training on tax collections, privilege license administration, and customer service, as well as training for the new utility billing software.



# Finance Department

## Utility Business Office

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	1,317,045	1,438,042	1,304,873	1,488,633
412200 Wages-Overtime	46,564	48,000	48,000	32,000
412300 Wages-Standby	5,760	6,120	6,120	6,100
412600 Wages-Part Time	126,073	55,000	55,000	54,000
412700 Wages-Longevity	42,752	42,340	43,430	38,999
418100 FICA-Employers Share	113,769	125,065	107,001	116,872
418200 Retirement	69,244	78,455	68,590	72,452
418201 Retirement-401K General	52,652	59,049	50,745	57,582
418300 Insurance-Hospital	140,332	201,350	173,063	185,248
418301 Insurance-Life	2,681	3,320	2,770	2,447
418600 Workers Compensation	1,536	2,000	2,000	2,000
<b>Personal Services Total</b>	<b>1,918,408</b>	<b>2,058,741</b>	<b>1,861,592</b>	<b>2,056,333</b>
<b>Current Operating</b>				
421200 Uniforms	2,043	3,000	3,000	3,000
425100 Fuel	17,659	18,500	18,500	18,500
426000 Office Supplies	13,630	17,300	17,300	17,300
429900 Supplies-Miscellaneous	15,260	20,850	25,000	25,000
431100 Travel-Mileage Reimbursement	5,882	7,200	7,200	7,200
431200 Travel-Conference/Schools	2,043	4,000	4,000	4,000
432500 Postage	4,788	5,000	5,000	5,300
434100 Printing	224,476	233,000	233,000	235,000
435202 Repairs-Radio	10,116	12,650	12,650	12,640
435300 Repairs-Vehicle	8,802	14,000	13,000	13,000
439100 Advertising	5,397	5,500	5,500	5,600
439919 Cost of Collection	28,243	34,500	34,500	35,000
439926 Cleaning House Fees	-	500	500	500
449300 Subscriptions	286	300	300	300
<b>Current Operating Total</b>	<b>338,626</b>	<b>376,300</b>	<b>379,450</b>	<b>382,340</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	55,215	85,000	85,000	65,000
444029 Contracts-Credit Service	10,029	11,500	11,500	11,500
<b>Fixed Charges &amp; Services Total</b>	<b>65,244</b>	<b>96,500</b>	<b>96,500</b>	<b>76,500</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(2,411,200)	(2,388,600)	(2,388,600)	(2,441,700)
<b>Other Expenses Total</b>	<b>(2,411,200)</b>	<b>(2,388,600)</b>	<b>(2,388,600)</b>	<b>(2,441,700)</b>
<b>Capital Outlay</b>				
551000 Office Furniture	-	14,126	-	-
552001 MUNIS Computer Software	6,973	-	-	-
554000 Motor Vehicles	32,359	18,000	18,000	18,000
555000 Office Equipment	3,483	-	-	25,000
<b>Capital Outlay Total</b>	<b>42,816</b>	<b>32,126</b>	<b>18,000</b>	<b>43,000</b>
	<b>(46,106)</b>	<b>175,067</b>	<b>(33,058)</b>	<b>116,473</b>

# Finance Department

## Business Office

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Utilities Business Manager	23	1	1	1	
Field Services Supervisor	17	1	1	1	
Customer Service Supervisor	16	1	1	1	
Revenue Collections Supervisor	16	1	1	1	
Utility Billing Supervisor	16	1	1	1	
Call Center Supervisor	16	1	1	1	
Customer Assistance Specialist	14	0	0	0	
Cashiering Supervisor	14	1	1	1	
Collections Specialist	12	3	3	3	
Customer Service Technician	12	4	4	4	
Customer Service Data Tech	11	2	2	2	
Senior Collections Clerk	10	1	1	1	
Senior Billing Clerk	10	1	0	0	
Senior Meter Reader	10	1	1	1	
Customer Service Represent	10	6	12	12	
Utility Billing Technician	09	0	2	2	
Collections Clerk	09	4	4	4	
Meter Reader	09	7	7	7	
Customer Service Clerk	09	1	1	1	
Utility Billing Clerk	09	1	0	0	
Customer Service Assistant	09	2	1	1	
Meter Reader Helper	07	6	6	6	
<b>Total</b>		<b>46</b>	<b>51</b>	<b>51</b>	

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
Remittance Processor	New	\$25,000
Truck	Replacement	\$18,000

# Finance Department

## Information Systems

The Information Systems Division is a partner for Information Technology solutions with all City departments. The division develops implements and maintains all automated municipal information applications, technologies and systems. Information Systems is committed to working with city agency customers to develop an efficient, effective, customer-centric e-city. Information System can help its clients and city government by promoting the delivery of more effective and efficient services and technologies, providing increased accountability to our internal and external customers and offering easier access to useful information services.

Applications within the Information Systems Division include: Financial and Billing Systems; Non-Financial Systems; Geographic Information Systems (GIS); Office Automated Systems: Computer User Help Desk; Computer and Network Operations; and Technical Assistance to City Staff.

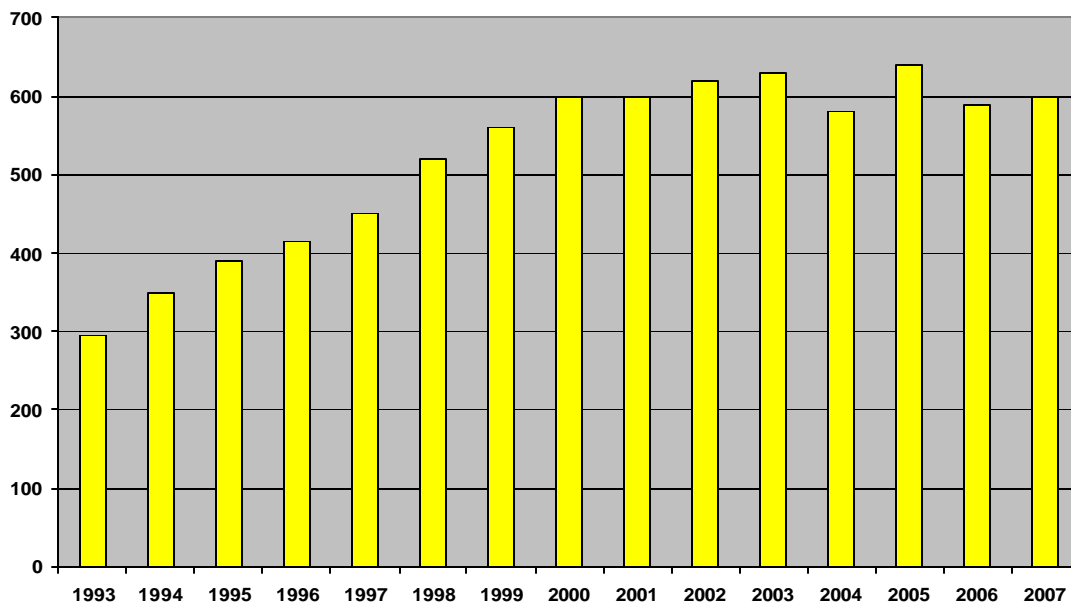
### Prior Year Accomplishments:

- ✍ Enhanced network and data security.
- ✍ Restructure IS staff to align with skills.
- ✍ Implemented Network Managers Analysis and Monitoring.
- ✍ Completed successful pilot of terminal services for remote users.
- ✍ Completed EOC technology upgrade.

### FY 2007-2008 Initiatives:

- ✍ Implement improved desktop management solutions.
- ✍ Begin migration of remote users to terminal services.
- ✍ Support more wireless broadband mobile users.
- ✍ Upgrade key networking components.
- ✍ Continue assessment and improvement of IS staffing.

Employees Trained and Using System



# Finance Department

## Information Systems

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	533,099	601,310	544,376	633,630
Current Operating	10,643	117,650	106,650	108,700
Fixed Charges & Services	733,213	750,000	674,400	700,000
Other Expenses	(1,752,000)	(1,676,100)	(1,676,100)	(1,598,500)
Capital Outlay	263,332	844,550	435,550	205,000
<b>Total</b>	<b>(211,713)</b>	<b>637,410</b>	<b>84,876</b>	<b>48,830</b>

### Budget Highlights:

- Miscellaneous Supplies covers the cost of network supplies such as interior cabling and connection accessories as well as computer system operational supplies such as magnetic tapes and wide carriage printer paper.
- Maintenance and Service Contracts includes cost of hardware and software maintenance agreements, Microfiche Conversion Service, and network access.
- Funding provided for City's computer lease program.
- Funding included for new utility billing software.

# Finance Department

## Information Systems

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	389,967	474,551	428,627	502,574
412200 Wages-Overtime	618	-	-	-
412600 Wages-Part Time	46,719	3,500	3,500	-
412700 Wages-Longevity	6,507	7,910	8,960	9,353
418100 FICA-Employers Share	32,875	36,067	32,165	39,166
418200 Retirement	20,018	23,808	21,563	25,087
418201 Retirement-401K General	13,306	16,821	16,736	20,106
418300 Insurance-Hospital	22,293	36,243	29,535	36,244
418301 Insurance-Life	795	1,010	890	860
431400 Travel Allowance	-	400	2,400	240
<b>Personal Services Total</b>	<b>533,099</b>	<b>600,310</b>	<b>544,376</b>	<b>633,630</b>
<b>Current Operating</b>				
426000 Office Supplies	1,460	1,500	1,500	1,500
426001 Computer Software	-	100,000	90,000	90,000
429900 Supplies-Miscellaneous	6,838	12,000	10,000	10,000
431100 Travel-Mileage Reimbursement	358	150	150	200
431200 Travel-Conference/Schools	1,986	5,000	5,000	7,000
<b>Current Operating Total</b>	<b>10,643</b>	<b>118,650</b>	<b>106,650</b>	<b>108,700</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	472,793	500,000	424,400	450,000
444027 Contracts-Internet Softwar	54,563	-	-	-
476010 Lease Payments-Computers	205,857	250,000	250,000	250,000
<b>Fixed Charges &amp; Services Total</b>	<b>733,213</b>	<b>750,000</b>	<b>674,400</b>	<b>700,000</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(1,752,000)	(1,676,100)	(1,676,100)	(1,598,500)
<b>Other Expenses Total</b>	<b>(1,752,000)</b>	<b>(1,676,100)</b>	<b>(1,676,100)</b>	<b>(1,598,500)</b>
<b>Capital Outlay</b>				
552000 Computer Equipment	260,332	260,000	201,000	205,000
552001 MUNIS Computer Software	3,000	584,550	234,550	-
552100 PC Purchase	-	-	-	-
<b>Capital Outlay Total</b>	<b>263,332</b>	<b>844,550</b>	<b>435,550</b>	<b>205,000</b>
	<b>(211,713)</b>	<b>637,410</b>	<b>84,876</b>	<b>48,830</b>

# Finance Department

## Information Systems

### Staffing Table

	<b>Pay Range</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2007-08 Adopted</b>	<b>Difference</b>
Information Systems Manager	26	1	1	1	
Senior Info Systems Analyst	23	1	1	1	
Information Systems Analyst	21	4	4	4	
Information Systems Specialist	18	1	1	1	
Information Support Specialist	14	1	2	2	
<b>Total</b>		<b>8</b>	<b>9</b>	<b>9</b>	

### Capital Outlay

Category/Description

New/Replacement

Amount

# Finance Department

## Print Shop

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Current Operating	136,318	113,500	96,000	111,000
Other Expenses	(45,000)	(93,000)	(93,000)	(85,500)
<b>Total</b>	<b>91,318</b>	<b>20,500</b>	<b>3,000</b>	<b>25,500</b>

### Budget Highlights:

- Funds are included for postage of City correspondence and UPS and other courier services.
- Maintenance and Service Contracts covers the cost of maintenance agreements on equipment such as mail machine, electronic scales, folding machine, fax machine, and stuffer machine.
- Sales-Print Shop reflects copying charges to City departments for work produced by the Copy Center.

## Finance Department

### Print Shop

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Current Operating</b>				
432500 Postage	91,807	117,500	100,000	105,000
432501 Federal Express Charges	3,954	6,000	6,000	6,000
434100 Printing	115,942	130,000	130,000	140,000
435300 Repairs-Vehicle	203	-	-	-
495100 Purchases Of Inventory	5,376	8,000	8,000	8,000
495601 Purchases Of Inventory	(80,051)	(140,000)	(140,000)	(140,000)
495602 Issues-Office Supplies	(913)	(8,000)	(8,000)	(8,000)
<b>Current Operating Total</b>	<b>136,318</b>	<b>113,500</b>	<b>96,000</b>	<b>111,000</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(45,000)	(93,000)	(93,000)	(85,500)
<b>Other Expenses Total</b>	<b>(45,000)</b>	<b>(93,000)</b>	<b>(93,000)</b>	<b>(85,500)</b>
	<b>91,318</b>	<b>20,500</b>	<b>3,000</b>	<b>25,500</b>



# Finance Department

## Property and Risk Management

The Property and Risk Management Division is responsible for ensuring that all City buildings, with the exception of Fire Stations and Water Resources treatment plants, are properly maintained, and safe for public use. The Division coordinates building maintenance, utilizing maintenance contracts and City force labor. The Division also maintains the City's business properties, showing lease space to prospective tenants, negotiating tenant leases, and maintaining good tenant relations. In addition, the Division is also responsible for the City's property and casualty insurance programs and claims administration.

Programs within the Property and Risk Management Division include: Maintenance Of City Hall; Field Service Complex and Other Facilities; and Insurance and Claim Administration.

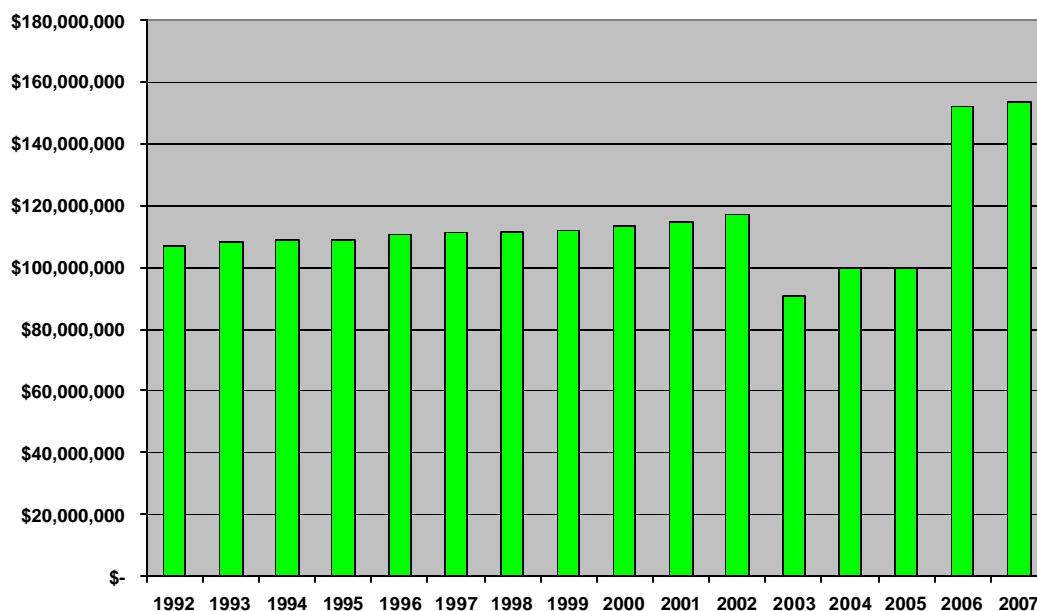
### Prior Year Accomplishments:

- ✍ Completed additional upgrades to landscaping at Judicial Center.
- ✍ Improved tenant satisfaction with interior upgrades of Judicial Center Building.
- ✍ Completed security system enhancements at the Train Station and REA Building.
- ✍ Continued to work with IT in developing an internet based preventative maintenance program.
- ✍ Continued to work with IT on an automated maintenance work order system.

### FY 2007-2008 Initiatives:

- ✍ Accepting maintenance responsibilities for the Imperial Center.
- ✍ Accepting maintenance responsibilities for the Senior Center.
- ✍ Through staff additions, we plan to cut work by outside vendors (HVAC), reducing expenditures.
- ✍ Completion of preventative maintenance program for main City buildings.

Insured Property Values



# Finance Department

## Property and Risk Management

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	280,152	362,026	336,880	389,984
Current Operating	445,346	474,614	468,350	473,400
Fixed Charges & Services	108,392	120,000	125,000	130,400
Other Expenses	(471,800)	(534,000)	(534,000)	(542,000)
Capital Outlay	7,154	27,575	42,482	23,200
<b>Total</b>	<b>369,244</b>	<b>450,214</b>	<b>438,712</b>	<b>474,984</b>

### Budget Highlights:

- Funds are included for utility costs and repairs to City Hall, Train Station, Judicial Center, City Warehouse, and REA Building.
- Amounts are included to cover the cost of materials and supplies needed to provide upkeep and repair services to municipal buildings.
- Funds are included to provide custodial services for City Hall and other facilities.
- Travel Conference and Schools will provide training in Risk Management and Insurance.
- Capital Outlay includes funding for improvements to various city facilities.

# Finance Department

## Property & Risk Management

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	210,337	268,799	250,936	291,877
412200 Wages-Overtime	801	950	2,100	2,000
412300 Wages-Standby	5,474	5,350	5,300	5,700
412700 Wages-Longevity	6,596	7,160	6,620	6,921
418100 FICA-Employers Share	17,341	21,235	20,360	22,858
418200 Retirement	10,937	13,625	12,918	14,641
418201 Retirement-401K General	8,477	11,334	8,441	11,674
418300 Insurance-Hospital	18,158	31,287	28,085	32,217
418301 Insurance-Life	424	550	520	496
418600 Workers Compensation	-	136	-	-
431400 Travel Allowance	1,606	1,600	1,600	1,600
<b>Personal Services Total</b>	<b>280,152</b>	<b>362,026</b>	<b>336,880</b>	<b>389,984</b>
<b>Current Operating</b>				
421200 Uniforms	338	1,400	1,200	1,200
425100 Fuel	3,157	5,300	4,100	5,300
426000 Office Supplies	31	150	150	200
429900 Supplies-Miscellaneous	6,090	15,364	14,500	15,000
431100 Travel-Mileage Reimbursement	-	100	-	-
431200 Travel-Conference/Schools	985	1,500	1,200	2,000
431700 Use Of License	5,220	5,200	5,200	200
433000 Utilities	301,004	280,000	280,000	280,000
433001 Utilities-Train Station	64,067	64,000	64,000	64,000
435101 Repairs-Bldg-City Hall	17,256	33,000	35,000	38,000
435103 Repairs-Bldg-REA	786	1,000	1,000	1,000
435104 Repairs-Bldg-OIC	1,032	10,000	10,000	10,000
435105 Repairs-Bldg-Weaver Bldg	331	3,000	2,000	2,000
435110 Repairs-Train Station	15,303	20,000	20,000	20,000
435300 Repairs-Vehicle	2,527	5,100	3,500	4,000
439900 Other Services	16,277	19,000	16,000	20,000
441000 Rental-Land	10,942	10,000	10,000	10,000
443000 Rental-Equipment	-	500	500	500
<b>Current Operating Total</b>	<b>445,346</b>	<b>474,614</b>	<b>468,350</b>	<b>473,400</b>
<b>Fixed Charges &amp; Services</b>				
439400 Cleaning/Custodial Service	63,309	66,000	71,000	71,400
439402 Cleaning Service-Train Station	2,759	4,000	4,000	4,000
444000 Maint & Service Contract	42,324	50,000	50,000	55,000
<b>Fixed Charges &amp; Services Total</b>	<b>108,392</b>	<b>120,000</b>	<b>125,000</b>	<b>130,400</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(471,800)	(534,000)	(534,000)	(542,000)
<b>Other Expenses Total</b>	<b>(471,800)</b>	<b>(534,000)</b>	<b>(534,000)</b>	<b>(542,000)</b>

## Finance Department

### Property & Risk Management

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Capital Outlay</b>				
551100 Art Work	-	1,200	1,200	1,200
554000 Motor Vehicles	-	14,282	14,282	-
558000 Buildings, Structures, Improvements	7,154	12,092	27,000	22,000
<b>Capital Outlay Total</b>	<b>7,154</b>	<b>27,574</b>	<b>42,482</b>	<b>23,200</b>
	<b>369,244</b>	<b>450,214</b>	<b>438,712</b>	<b>474,984</b>

# Finance Department

## Property and Risk Management

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Property & Risk Manager	21	1	1	1	
Building Maintenance Supervisor	18	1	1	1	
Electrician II	14	1	1	1	
Building Maintenance Mechanic	12	0	2	1	(1)
HVAC Technician	14	0	0	1	1
Building Maintenance/Repair Worker II	10	1	1	1	
Electrician Helper	10	1	1	1	
Building Maintenance/Repair Worker I	09	1	1	1	
<b>Total</b>		<b>6</b>	<b>8</b>	<b>8</b>	

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
HVAC Unit at Judicial Center	Replacement	\$11,000
Upgrade Fire Alarm System at City Hall	Replacement	\$16,000

# Finance Department

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## Judicial Center

## Staffing Table

**\*\*See Police Department**

## Capital Outlay

Category/Description

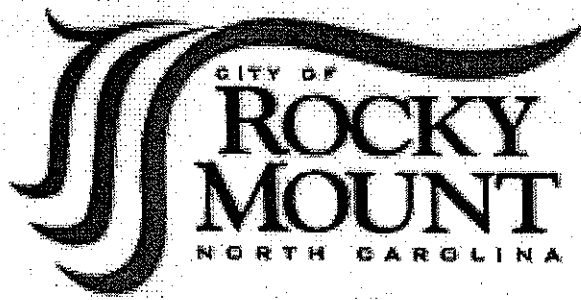
New/Replacement

Amount

# Finance Department

## Judicial Center

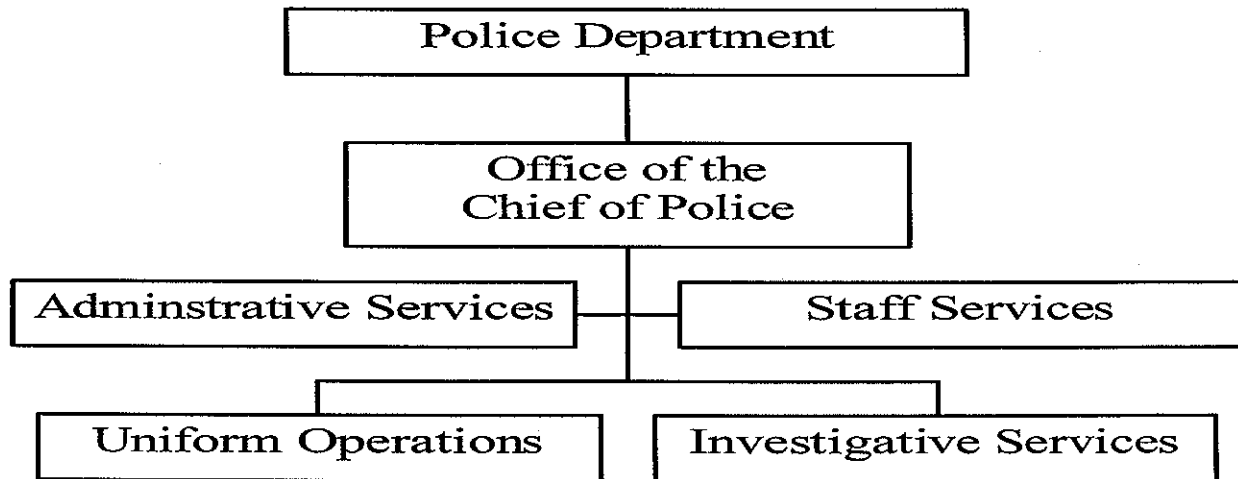
	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	81,243	84,909	81,380	88,007
412200 Wages-Overtime	19,899	22,825	22,000	22,000
412700 Wages-Longevity	2,435	2,456	3,270	3,495
418100 FICA-Employers Share	7,480	8,045	7,795	7,000
418200 Retirement	4,958	5,000	4,893	4,484
418202 Retirement-401K Police	5,057	5,086	4,998	2,920
418300 Insurance-Hospital	8,001	10,004	9,758	8,054
418301 Insurance-Life	198	210	210	150
<b>Personal Services Total</b>	<b>129,271</b>	<b>138,535</b>	<b>134,304</b>	<b>136,110</b>
<b>Current Operating</b>				
429900 Supplies-Miscellaneous	2,764	4,100	3,900	4,000
433000 Utilities	43,832	43,000	44,000	44,000
435100 Repairs-Building	16,434	10,000	10,000	13,000
<b>Current Operating Total</b>	<b>63,029</b>	<b>57,100</b>	<b>57,900</b>	<b>61,000</b>
<b>Fixed Charges &amp; Services</b>				
439400 Cleaning/Custodial Service	21,366	23,000	23,000	23,500
444000 Maint & Service Contract	3,247	10,500	10,500	10,500
<b>Fixed Charges &amp; Services Total</b>	<b>24,613</b>	<b>33,500</b>	<b>33,500</b>	<b>34,000</b>
<b>Capital Outlay</b>				
551000 Office Furniture	1,515	200	200	600
558000 Buildings, Structures, Improvements	2,144	5,000	4,000	5,000
<b>Capital Outlay Total</b>	<b>3,658</b>	<b>5,200</b>	<b>4,200</b>	<b>5,600</b>
	<b>220,571</b>	<b>234,335</b>	<b>229,904</b>	<b>236,710</b>





# Police Department

The mission of the Police Department is to provide efficient, effective, and professional law enforcement services to the community.



## Performance Indicators:

Indicator	Actual 2005-06	Budget 2006-07	Projected 2006-07	Goal 2007-08
1. Violent Crimes, Part 1	500	465	561	533
2. Non Violent Crimes, Part 1	5,111	4,669	5,909	5,614
3. Total Arrest, Part 1	1,301	1,329	1,446	1,475
4. Uniform Operations Arrest	11,468	12,680	14,338	14,768
5. Number Of Warrants Served By Uniform Operations	10,230	10,290	11,341	11,681
6. Parking Tickets Issued	488	848	631	637
7. Number Of Cases Assigned to Investigations	2,367	2,253	2,920	2,832
8. Number Of Investigative Cases Cleared	1,080	1,068	1,380	1,408
9. Top Ten Captures	26	27	25	30
10 Total Telephone Calls Received By Communication Center	116,114	397,246	124,685	127,179
11 Uniform Operations Calls for Service	51,781	55,000	54,305	54,848
12 Crime Stopper Calls	106	72	80	100
13 Investigative Juvenile Cases	377	196	298	306
14 Animal Control CAD Events	5,114	5568	5,136	5,033
15 Training Hours Department	42,018.5	35,350	38,375	38,758
16 Number Of Records' Customers Assisted	13,782	13,860	15,624	16,405
17 Number Of Reports Processed	37,695	43,481	43,761	44,636
18 Crime Victims Served Through Victim Assistance	896	900	840	865
19 Number Of Citizens Attending a Crime Prevention Program	25,304	26,000	31,838	32,474

# Police Department

## Budget Overview

The Police Department represents 24.38% of the General Fund Budget and 6.22% of the total City Budget. With 202 employees, the Police Department has 22.15% of the total city workforce.

<b>Expenditures by Division</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Administration	548,906	606,051	603,907	681,792
Administrative Services	914,064	1,004,239	967,635	1,699,560
Staff Services	1,798,615	1,854,261	1,699,647	1,957,919
Uniform Operations	6,381,630	6,797,531	6,416,117	6,500,118
Investigative Services	1,173,944	1,231,236	1,183,434	1,440,277
<b>Police Total</b>	<b>10,817,160</b>	<b>11,493,318</b>	<b>10,870,739</b>	<b>12,279,666</b>

<b>Positions by Division</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2007-08 Adopted</b>	<b>Difference</b>
Administration	3	3	4	1
Administrative Services	15	15	26	11
Staff Services	38	38	38	0
Uniform Operations	123	123	118	(5)
Investigative Operations	21	21	22	1
<b>Total</b>	<b>200</b>	<b>200</b>	<b>208</b>	<b>8</b>

# Police Department

## Administration

The Administration Office is the Office of the Chief of Police which provides leadership and direction to the department in realizing the agency's goals and objectives and fulfilling its mission in the most efficient and effective manner.

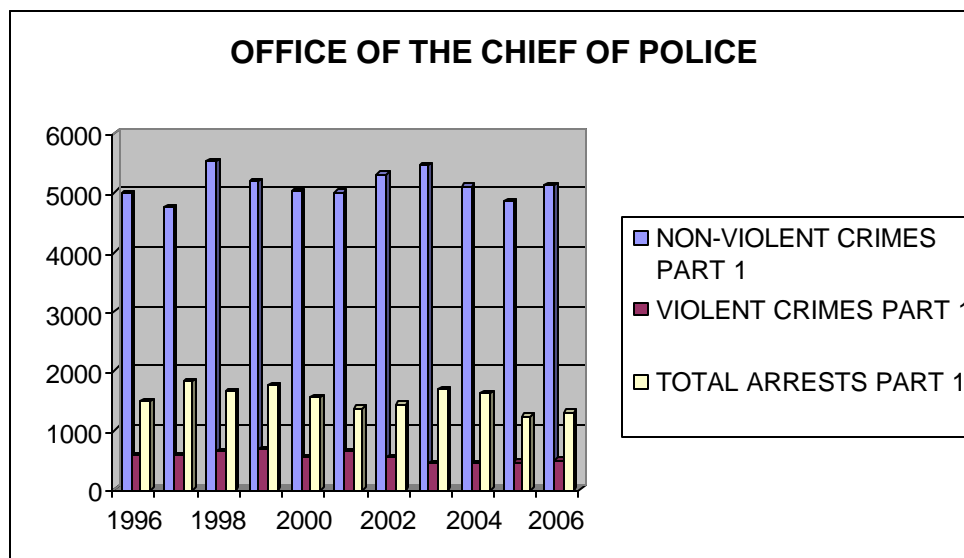
Programs within the Office of the Chief of Police include: Management – Personnel and Programs; Strategic Planning; Budget Preparation and Monitoring; Tactical Planning; Public Affairs, Recruitment and Professional Standards/Inspections.

### Prior Year Accomplishments:

- ✍ Implemented and activated department's Special Response Team to effectively handle high risk warrant apprehension and/or field tactical issues.
- ✍ Conducted a workload analysis to determine our staffing needs, response times to priority one or urgent calls for service.
- ✍ Created an in-service supervisory and management training program.
- ✍ Conducted quarterly police district meetings.
- ✍ Reviewed/re-evaluated the department's 7 strategic goals and implemented recommendations for improvement.
- ✍ Implemented a department-wide recruitment and retention committee.
- ✍ Reviewed building renovation plans to incorporate changes in the upcoming fiscal year.
- ✍ Implemented department wide efforts to problem solve within the community to improve quality of life issues to reduce criminal activity.

### FY 2007-2008 Initiatives:

- ✍ Evaluate and make a recommendation on pursuing national law enforcement accreditation through CALEA.
- ✍ Retain and increase staffing levels to support the District Concept and reduce response times to priority one calls for police service below 5 minutes.
- ✍ Restructure staffing to support efficiency measures.
- ✍ Reduce Part I Offenses by 10%.
- ✍ Renovate first floor to incorporate moving the Records Unit to the first floor of the Police Department.
- ✍ Train and reassign Telephone Response Clerks as Station Commanders.



# Police Department

## Administration

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	456,901	501,451	482,207	576,332
Current Operating	92,005	104,600	101,700	105,460
Capital Outlay	-	-	20,000	-
<b>Total</b>	<b>548,906</b>	<b>620,251</b>	<b>603,907</b>	<b>681,792</b>

### Budget Highlights:

- Funds are included for Police Separation allowance, per the General Statutes.
- Travel Conferences and Schools will cover participation in North Carolina Association of Chiefs of Police annual meeting, F.B.I. National Conference and to send one supervisor to Administrative Officer's Management Program at N.C. State University
- Funds are included for grants matches for which the department has applied. These grants include the 50/50 Soft Body Armor Replacement Grant and Local Law Enforcement Block Grant.
- Funds to increase mobile in car video systems within police patrol vehicles.
- Funds to add additional tasers as well as through grant applications.

# Police Department

## Administration

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	171,075	176,956	171,200	225,852
412700 Wages-Longevity	9,146	9,095	9,717	11,244
413100 Separation Allowance	215,331	238,494	238,494	243,444
418100 FICA-Employers Share	30,047	32,190	29,172	37,371
418200 Retirement	8,616	8,952	8,634	11,618
418201 Retirement-401K General	1,429	1,578	1,417	1,561
418202 Retirement-401K Police	6,721	7,343	6,730	9,342
418300 Insurance-Hospital	9,773	12,081	12,081	16,110
418301 Insurance-Life	345	362	362	390
418904 Fringe Benefit-Physical Exams	-	10,000	-	15,000
431400 Travel Allowance	4,417	4,400	4,400	4,400
<b>Personal Services Total</b>	<b>456,901</b>	<b>501,451</b>	<b>482,207</b>	<b>576,332</b>
<b>Current Operating</b>				
421201 Clothing Allowance	1,805	1,800	1,800	1,800
423301 Accreditation/Certification	230	2,000	2,000	4,600
425100 Fuel	725	1,000	1,000	1,500
426000 Office Supplies	772	1,350	1,000	1,000
429900 Supplies-Miscellaneous	1,779	2,750	3,000	4,000
431100 Travel-Mileage Reimbursement	849	1,000	1,000	1,000
431200 Travel-Conference/Schools	6,974	7,000	7,000	7,000
432100 Telephone	71,505	75,800	75,800	73,160
433000 Utilities	3,445	4,000	4,000	4,000
434100 Printing	-	-	-	1,000
435200 Repairs-Equipment	-	-	100	100
435300 Repairs-Vehicle	401	700	500	1,400
449100 Professional Dues	420	1,000	1,000	1,000
449300 Subscriptions	308	400	400	400
469500 Grant Match	2,793	5,800	3,100	3,500
<b>Current Operating Total</b>	<b>92,005</b>	<b>104,600</b>	<b>101,700</b>	<b>105,460</b>
<b>Capital Outlay</b>				
551000 Office Furniture	-	-	20,000	-
<b>Capital Outlay Total</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>-</b>
	<b>548,906</b>	<b>606,051</b>	<b>603,907</b>	<b>681,792</b>

# Police Department

## Administration

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Police Chief	27	1	1	1	
Police Sergeant	19	1	1	1	
Department Secretary	16	1	1	1	
Senior Police Officer	12	0	0	1	1
<b>Administration Total</b>		<b>3</b>	<b>3</b>	<b>4</b>	<b>1</b>

### Capital Outlay

Category/Description

New/Replacement

Amount

# Police Department

## Administrative Services

The Administrative Services Division is a support division for the Police Department and citizens of Rocky Mount using both traditional and non-traditional methods: planning and research, grants management, victim assistance, community interaction programs, crime analysis, crime and drug prevention, career development, traffic enforcement, and public information.

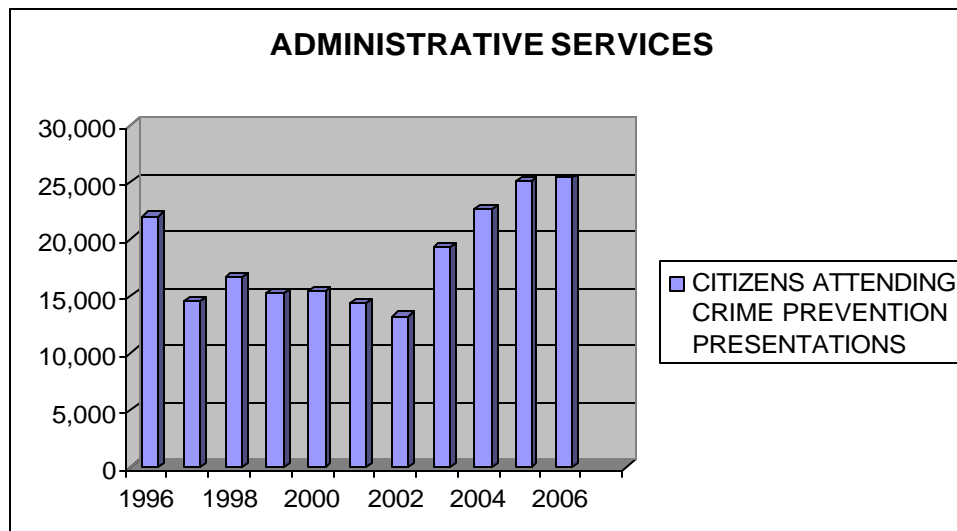
Programs within the Administrative Services Division include Planning; Grants Management, Crime Analysis, Victim Assistance, Crime Prevention, D.A.R.E., School Resource Officers, Career Development, Accreditation/Policy Development, Traffic Unit, Community Resource Officers, and Animal Control. The Departments Special Response Team (SRT) is also overseen by this Division.

### Prior Year Accomplishments:

- ✍ Developed Advanced Citizens Police Academy Training.
- ✍ Hired personnel and operated 2 BLET academies from July 01 – June 30.
- ✍ Completed 3425 hrs. of mandated in-service training included in the 23,000 hrs. of training for departmental personnel.
- ✍ Implemented improved crime analysis mapping capability for work units in the department.
- ✍ Prepared & Received JAG Grant for MDT Units, Bulletproof Partnership Grant and Sam's Club Grant on Community Safety.
- ✍ Distributed crime prevention materials written in Spanish to target locations throughout the City.
- ✍ Held very successful *Night Out Against Crime* in August 2006 with over 2,000 citizens in attendance.
- ✍ Planned and hosted the 2006 Law Enforcement Explorers Competition Weekend.
- ✍ Conducted three successful SRT missions during the year.

### FY 2007-2008 Initiatives:

- ✍ Implement the Crime Web Network Public Safety Alert Program.
- ✍ Implement the Scholastic Crime Stoppers Program in the middle and high schools.
- ✍ Develop crime mapping capabilities for public users through the City's Internet Application.
- ✍ Hire personnel and operate 2 BLET academies from July 01 – June 30.
- ✍ Increase use of grants for equipment and related expenditures.
- ✍ Identify & target crime problems through plans of action that identify repeat offenders and quality of life issues.



# Police Department

## Administrative Services

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	778,987	874,419	839,035	1,515,560
Current Operating	111,423	106,020	104,800	169,000
Fixed Charges & Services	656	800	800	7,000
Capital Outlay	22,998	23,000	23,000	8,000
<b>Total</b>	<b>914,064</b>	<b>1,004,239</b>	<b>967,635</b>	<b>1,699,560</b>

### Budget Highlights:

- Funds to run one BLET Academy this year.
- Funds in Printing & Miscellaneous Supplies to conduct mandated training and in service training.



# Police Department

## Administrative Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	593,904	649,222	618,534	1,136,133
412200 Wages-Overtime	4,663	6,600	6,500	8,600
412300 Wages-Standby	-	-	-	5,500
412600 Wages-Part Time	-	-	-	7,500
412700 Wages-Longevity	28,618	21,223	28,924	43,076
418100 FICA-Employers Share	45,433	50,210	46,940	88,209
418200 Retirement	30,171	33,119	31,471	57,781
418201 Retirement-401K General	8,133	8,915	8,159	24,150
418202 Retirement-401K Police	19,694	23,220	20,951	28,961
418300 Insurance-Hospital	43,832	60,405	56,236	104,710
418301 Insurance-Life	1,174	1,355	1,320	1,940
418600 Workers Compensation	3,364	20,150	20,000	9,000
<b>Personal Services Total</b>	<b>778,987</b>	<b>874,419</b>	<b>839,035</b>	<b>1,515,560</b>
<b>Current Operating</b>				
421201 Clothing Allowance	900	1,200	1,200	1,200
423000 Supplies-Education	18,881	18,900	19,000	22,000
423204 Program Supplies-Training	5,696	5,700	5,700	5,700
425100 Fuel	5,849	5,800	5,800	23,000
426000 Office Supplies	1,904	1,900	1,900	2,400
429900 Supplies-Miscellaneous	24,000	20,500	20,500	25,000
429904 Supplies - Animal Shelter	-	-	-	13,000
429909 Supplies-Police	19,531	18,000	18,000	20,000
431100 Travel-Mileage Reimbursement	191	20	200	200
431200 Travel-Conference/Schools	4,394	4,500	4,500	5,000
433005 Utilities-Animal Shelter	-	-	-	7,400
434100 Printing	18,607	20,750	21,500	21,500
435100 Repairs-Building	-	-	-	2,800
435200 Repairs-Equipment	102	100	100	100
435300 Repairs-Vehicle	4,011	4,750	4,000	17,000
449100 Professional Dues	473	500	500	800
449300 Subscriptions	1,884	1,900	1,900	1,900
469000 Grant Expenditures	5,000	1,500	-	-
<b>Current Operating Total</b>	<b>111,423</b>	<b>106,020</b>	<b>104,800</b>	<b>169,000</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	656	800	800	7,000
<b>Fixed Charges &amp; Services Total</b>	<b>656</b>	<b>800</b>	<b>800</b>	<b>7,000</b>
<b>Capital Outlay</b>				
551000 Office Furniture	-	-	-	8,000
554000 Motor Vehicles	22,998	23,000	23,000	-
<b>Capital Outlay Total</b>	<b>22,998</b>	<b>23,000</b>	<b>23,000</b>	<b>8,000</b>
	<b>914,064</b>	<b>1,004,239</b>	<b>967,635</b>	<b>1,699,560</b>

# Police Department

## Administrative Services

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Police Captain	24	1	1	1	
Police Administrative Services Manager	24	0	0	0	
Police Lieutenant	22	1	1	2	1
Community Services Supervisor	19	1	1	1	
Police Sergeant	19	1	1	2	1
Crime Analyst	18	1	1	1	
Police Corporal	17	1	1	0	(1)
Senior Police Officer	16	2	2	6	4
Senior Police Officer (grant funded SRO)	16	1	1	1	
Crime Prevention Technician	14	1	1	1	
Police Officer	14	0	0	0	
Police Officer (grant funded SRO)	14	3	3	3	
Reservoir Warden	14	0	0	1	1
Animal Control Supervisor	13	0	0	1	1
Animal Control Officer	10	0	0	3	3
Administrative Secretary	10	1	1	1	
Police Records Clerk	09	1	1	1	
Parking control Officer	09	0	0	1	1
<b>Administrative Services Total</b>		<b>15</b>	<b>15</b>	<b>26</b>	<b>11</b>

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Police Department

## Staff Services

The Staff Services Division provides diversified services to the community and serves as a support unit to other divisions within the agency.

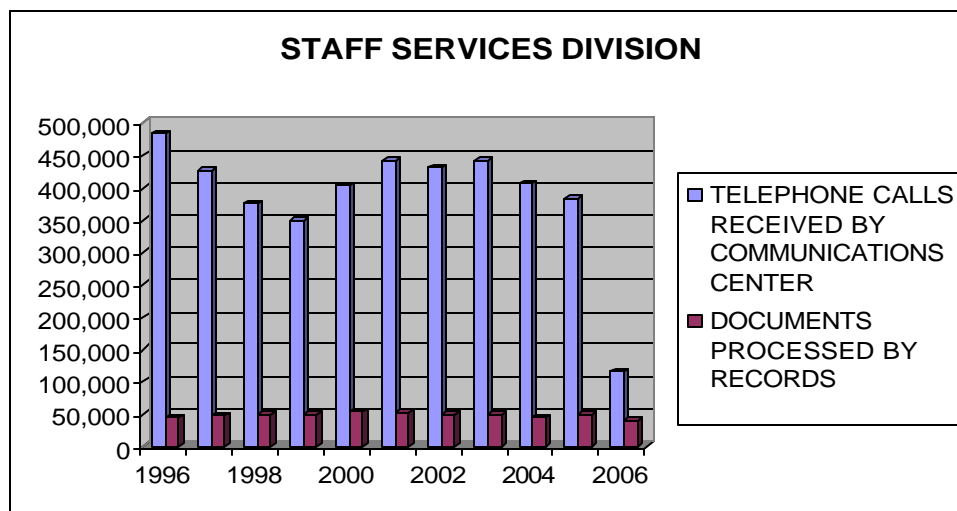
Programs within the Staff Services Division include Communications Center; Court Liaison; Records; Property Evidence; Information System Specialist and Crime Scene Laboratory Services.

### Prior Year Accomplishments:

- ✍ Conducted 500 in-house training hours for the Telecommunicators.
- ✍ Monitored the current speed of processing calls through the center and recommended ways to improve.
- ✍ Replaced the RMPDRECORDS server with a new server.
- ✍ Replaced 25 Mobile Data Terminals that are 7 years of age.
- ✍ Developed and implemented procedures for obtaining palm print searches and increased the number of quality latent searches by AFIS.
- ✍ Reconfigured the digital photo system; started creating digital CDs as evidence and backed up all current photos.
- ✍ Reconfigured the digital photo system; started creating digital CDs as evidence and back up all current photos.

### FY 2007-2008 Initiatives:

- ✍ Develop and implement procedures for call takers to operate the front desk.
- ✍ Improve the response time for priority one calls by increased training and monitoring within the work center.
- ✍ Continue to replace 15 Mobile Data Terminals for a four year rotation system.
- ✍ Conduct quarterly equipment audits of all department issued equipment to account for equipment and to determine future needs.
- ✍ Implement and develop regularly scheduled emergency work drills to simulate power failures, CAD shutdowns, and other equipment failures.
- ✍ Voluntarily conduct mandated training (24 hours) included in the NC Sheriffs Standards Commission for all Telecommunicators. To include: terrorism training awareness level for Telecommunicators, wellness, radio broadcasting protocol, officer safety, handling suicide callers, and emergency call taking.



# Police Department

## Staff Services

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	1,463,663	1,488,643	1,348,128	1,579,279
Current Operating	224,530	253,518	251,218	273,940
Fixed Charges & Services	58,360	88,000	88,000	86,700
Capital Outlay	52,062	24,100	12,301	18,000
<b>Total</b>	<b>1,798,615</b>	<b>1,854,261</b>	<b>1,699,647</b>	<b>1,957,919</b>

### Budget Highlights:

- Continue to Fund Conferences and Schools enabling us to increase In-House & In-Service school especially for civilian personnel
- A replacement plan to update mobile data terminals. A vital equipment need for the department.

# Police Department

## Staff Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	1,099,879	1,085,100	977,518	1,152,090
412200 Wages-Overtime	25,449	38,000	30,000	30,000
412300 Wages-Standby	8,017	8,500	8,500	8,700
412600 Wages-Part Time	238	500	-	500
412700 Wages-Longevity	33,382	25,624	31,071	29,215
418100 FICA-Employers Share	85,794	83,826	77,785	107,023
418200 Retirement	56,718	55,989	51,544	57,845
418201 Retirement-401K General	28,468	36,035	26,065	35,941
418202 Retirement-401K Police	14,432	12,396	14,061	13,025
418300 Insurance-Hospital	107,874	132,891	120,474	138,940
418301 Insurance-Life	2,213	2,200	2,110	2,000
418600 Workers Compensation	1,200	7,582	9,000	4,000
<b>Personal Services Total</b>	<b>1,463,663</b>	<b>1,488,643</b>	<b>1,348,128</b>	<b>1,579,279</b>
<b>Current Operating</b>				
421200 Uniforms	87,353	89,000	89,000	89,000
421201 Clothing Allowance	600	600	600	600
425100 Fuel	4,880	5,200	5,200	5,200
426000 Office Supplies	2,997	3,000	3,000	3,000
429900 Supplies-Miscellaneous	28,239	28,200	28,200	28,800
429903 Meals	3,332	4,000	4,000	4,000
429906 Supplies-Medical	2,031	3,000	3,000	3,000
431200 Travel-Conference/Schools	4,940	5,000	5,000	5,000
435100 Repairs-Building	6,189	10,418	10,418	15,000
435200 Repairs-Equipment	2,539	5,500	4,700	5,500
435201 Repairs-Weapons	501	500	500	500
435202 Repairs-Radio	77,381	93,000	93,000	108,240
435300 Repairs-Vehicle	2,772	5,000	4,000	5,000
449100 Professional Dues	432	600	300	600
449300 Subscriptions	342	500	300	500
<b>Current Operating Total</b>	<b>224,530</b>	<b>253,518</b>	<b>251,218</b>	<b>273,940</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	58,360	88,000	88,000	86,700
<b>Fixed Charges &amp; Services Total</b>	<b>58,360</b>	<b>88,000</b>	<b>88,000</b>	<b>86,700</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	22,973	24,100	17,000	-
555000 Office Equipment	24,694	-	-	-
555100 Police Equipment	4,395	-	(4,699)	18,000
<b>Capital Outlay Total</b>	<b>52,062</b>	<b>24,100</b>	<b>12,301</b>	<b>18,000</b>
	<b>1,798,615</b>	<b>1,854,261</b>	<b>1,699,647</b>	<b>1,957,919</b>

# Police Department

## Staff Services

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Police Captain	24	1	1	1	
Police Lieutenant	22	0	0	0	
Police Sergeant	19	0	1	1	
Public Safety Communications Supervisor	19	1	1	1	
Information Systems Specialist	18	1	1	1	
Police Corporal **	17	5	5	5	
Police Officer **	14	2	1	1	
Senior Records Technician	12	1	1	1	
Telecommunications Shift Leader	12	4	4	4	
Telecommunicator	10	17	17	17	
Police Response Clerk	09	2	2	2	
Records Clerk	09	3	3	3	
Switchboard Operator	09	1	1	1	
<b>Staff Services Total</b>		<b>38</b>	<b>38</b>	<b>38</b>	

\*\* 1 Cpl & 2 Officer funded through Judicial Center

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Police Department

## Uniform Operations

The Uniform Operations Division provides traditional police service for the citizens of our community while maintaining a high degree of integrity. This division strives to promote an open flow of information and to treat all persons with dignity, respect, courtesy and compassion.

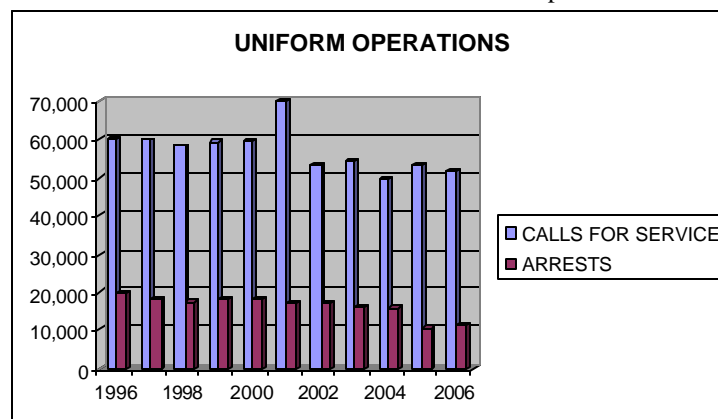
Programs within the Uniform Operations Division include: Initial response to calls for police service, preliminary criminal investigation, directed patrols, action plans to address crime and community concerns, warrant and court paper service, traffic safety and general patrol.

### Prior Year Accomplishments:

- ✍ Conducted quarterly district meetings in each of the four patrol districts: North, South, East and West to continue to develop community partnerships.
- ✍ Held one combined District meeting in December involving all four districts. Trained over 80 citizens on safety related topics.
- ✍ Conducted six DWI, seatbelt and license checkpoints throughout the city to increase traffic safety of the motoring public.
- ✍ Updated the canine general order and increased training hours of canine officers monthly to maintain ASPCA certifications.
- ✍ Replaced a canine that was killed in the line of duty and trained the canine and handler in house.
- ✍ Trained uniform operations supervisory staff in the use of mapping and crime analysis to further implementation of the District Concept and crime prevention through analysis of statistical crime data.
- ✍ Implemented a new patrol schedule or modify the current schedule to provide better police coverage, better service for the community and is more conducive to the District Concept.
- ✍ Initiated over 120 directed patrols throughout the city targeting burglaries, vehicle break-ins, prostitution complaints, drug violations, and traffic violations.

### FY 2007-2008 Initiatives:

- ✍ Reduce calls for service and Part I Crimes in the city by 10%. Specific areas of concern and methods for addressing these concerns include:
- ✍ Aggressively address known or suspected prostitution activity.
- ✍ Aggressively focus on drug-related activity.
- ✍ Concentrate patrol efforts on areas identified by crime statistics as high crime areas.
- ✍ Target for arrest known criminals with outstanding warrants.
- ✍ Provide a command level resource for police operations during duty hours. Each squad has 4 sergeants and a lieutenant supervising operations.
- ✍ Conduct inquiries and inspections with other city departments through CART oriented toward improving the quality of life in the community as a whole.
- ✍ Initiate directed patrols in specific residential areas to address residential and vehicle break-in's as determined by crime statistical reports, citizen complaints and observations by officers.



# Police Department

## Uniform Operations

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	5,515,101	5,972,926	5,593,512	5,682,918
Current Operating	392,852	392,105	387,605	334,300
Fixed Charges & Services	218,746	163,500	166,000	159,900
Capital Outlay	254,931	269,000	269,000	323,000
<b>Total</b>	<b>6,381,630</b>	<b>6,797,531</b>	<b>6,416,117</b>	<b>6,500,118</b>

### Budget Highlights:

- Wages overtime includes regular overtime wages as well as special events coverage, canine officers' care for dogs and inclusion of sergeants that are eligible for overtime.
- Funds are included for meals and travel for transportation of prisoners.
- Funds are included for the repair and maintenance of patrol vehicles.
- Amounts are included for a variety of training opportunities for police officers including: gang awareness, annual firearms re-certification, Intoxilyzer certification, radar certification, field sobriety, first line supervision, intermediate accident investigation, interview and interrogation, community oriented policing, legal update, general instructor, basic criminal investigation and problem solving within communities.
- Specific line items were transferred from the Uniform Operations Division to the Administrative Services Division due to realignment of personnel within both divisions. Specific units that were transferred from Uniform Operations to Administrative Services include the Animal Control Unit, the Reservoir Unit, the Traffic Unit, Parking Control and the Community Resource Officer Unit. Monies include salaries, overtime, vehicles, equipment, building maintenance and wages part time.



# Police Department

## Uniformed Operations

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	4,022,398	4,280,945	3,942,698	4,108,210
412200 Wages-Overtime	109,094	197,793	250,000	175,000
412200 Wages-Overtime SRT	-	1,344	1,345	-
412300 Wages-Standby	5,574	5,500	5,500	-
412500 Wages-Court Pay	38,649	41,000	41,000	41,000
412600 Wages-Part Time	6,190	3,900	3,900	-
412601 Wages-Part Time-Auxiliary	12,944	14,500	14,500	12,500
412700 Wages-Longevity	108,607	102,418	102,417	83,880
418100 FICA-Employers Share	317,382	334,832	315,016	333,638
418200 Retirement	203,653	219,552	203,273	202,850
418201 Retirement-401K General	4,449	6,256	6,994	1,321
418202 Retirement-401K Police	199,570	220,534	200,299	201,619
418300 Insurance-Hospital	330,587	453,102	409,460	428,900
418301 Insurance-Life	7,865	8,650	8,110	7,000
418600 Workers Compensation	134,638	70,850	75,000	71,000
418910 Incentive Allowance	13,500	11,750	14,000	16,000
<b>Personal Services Total</b>	<b>5,515,101</b>	<b>5,972,926</b>	<b>5,593,512</b>	<b>5,682,918</b>
<b>Current Operating</b>				
421201 Clothing Allowance	600	600	600	600
425100 Fuel	182,696	195,000	195,000	177,000
426000 Office Supplies	2,670	2,700	2,500	2,500
429900 Supplies-Miscellaneous	4,100	2,355	2,355	1,900
429904 Supplies - Animal Shelter	12,963	12,000	13,000	-
429909 Supplies-Police	17,484	12,750	14,150	16,000
431100 Travel-Mileage Reimbursement	76	138	200	200
431200 Travel-Conference/Schools	11,739	8,300	9,800	9,800
433005 Utilities-Animal Shelter	6,606	7,400	7,400	-
435000 Repairs-Other	1,747	2,500	3,500	3,500
435100 Repairs-Building	2,654	2,400	2,800	2,800
435200 Repairs-Equipment	153	-	200	200
435202 Repairs-Radio	23,171	-	-	-
435300 Repairs-Vehicle	120,865	138,562	126,000	113,000
439900 Other Services	4,006	6,000	8,700	5,500
449100 Professional Dues	888	900	900	800
449300 Subscriptions	437	500	500	500
<b>Current Operating Total</b>	<b>392,852</b>	<b>392,105</b>	<b>387,605</b>	<b>334,300</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	4,355	4,000	6,500	400
476000 Lease Payments	214,391	159,500	159,500	159,500
<b>Fixed Charges &amp; Services Total</b>	<b>218,746</b>	<b>163,500</b>	<b>166,000</b>	<b>159,900</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	252,610	260,000	260,000	315,000
555500 Other Equipment	2,321	9,000	9,000	8,000
<b>Capital Outlay Total</b>	<b>254,931</b>	<b>269,000</b>	<b>269,000</b>	<b>323,000</b>
	<b>6,381,630</b>	<b>6,797,531</b>	<b>6,416,117</b>	<b>6,500,118</b>

# Police Department

## Uniform Operations

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Police Captain	24	1	1	1	
Police Lieutenant	22	5	5	4	(1)
Police Sergeant	19	11	11	11	
Police Sergeant (grant-funded)***	19	1	1	1	
Police Corporal	17	11	11	11	
Senior Police Officer	16	25	25	21	(4)
Police Officer	14	51	51	51	
Police Officer (grant-funded)***	14	4	4	4	
Reservoir Warden	14	1	1	0	(1)
Animal Control Supervisor	13	1	1	0	(1)
Police Cadet	13	7	7	13	6
Administrative Secretary	10	1	1	1	
Animal Control Officer	10	3	3	0	(3)
Parking Control Officer	09	1	1	0	(1)
<b>Uniformed Operations Total</b>		<b>123</b>	<b>123</b>	<b>118</b>	<b>(5)</b>

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Police Department

## Investigative Services

The Investigative Operations Division is charged with the responsibility of conducting investigations into major crimes, narcotics, fraud, forgery, juvenile crime, and domestic violence. This division processes all evidence, provides storage, and is involved in evidence collection and disposal for the city.

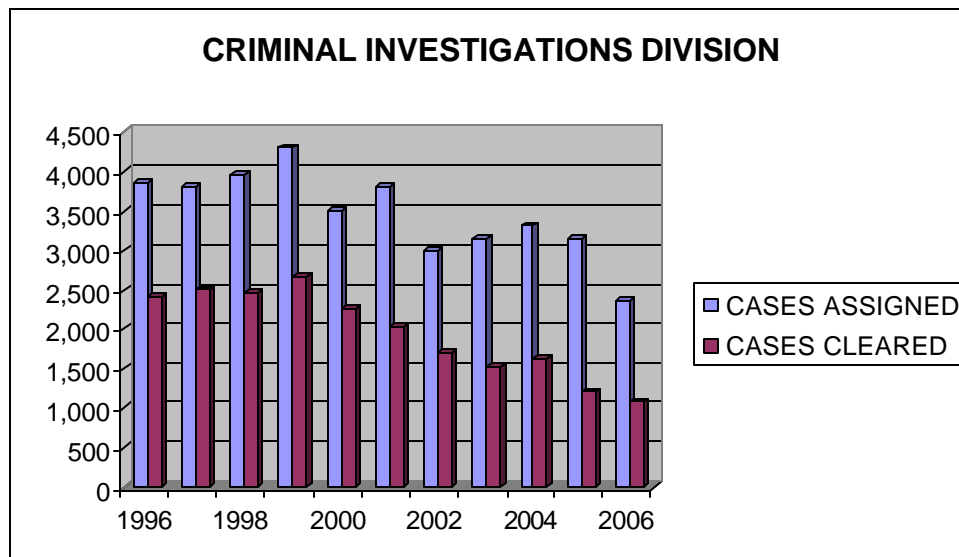
Programs within the Investigative Operations Division include: Major Case Investigation; Ten Most Wanted Program; Crime Stoppers Program; Career Criminal Program; Red Flag; Domestic Violence; Narcotics; Vice and Criminal Intelligence; and Property Crimes/Family Services.

### Prior Year Accomplishments:

- ✍ Implemented an AVID enhancement program schedule for AVID Operators and training for more operators.
- ✍ Successfully captured and prosecuted 50 Top Ten Criminals.
- ✍ Implemented Pawn Tickets Computer Program with area Pawn Shops.
- ✍ Decreased cases assigned to investigators by 3%.
- ✍ Successfully federally prosecuted 15 upper level drug dealers.
- ✍ Increased case clearance rate of Investigators to 43%.

### FY 2007-2008 Initiatives:

- ✍ Implement a cyber crimes section to include child pornography and computer crimes.
- ✍ Successfully capture and prosecute 60 Top Ten Criminals.
- ✍ Rewrite city code to enforce Pawn Shop compliance with new computer program.
- ✍ Decrease cases assigned to Investigators by 7%.
- ✍ Successfully prosecute 20 upper level drug dealers through federal courts.
- ✍ Increase case clearance rate by 4%.
- ✍ Assign an investigator to a Federal Task Force.



# Police Department

## Investigative Services

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	1,068,246	1,124,306	1,077,084	1,330,977
Current Operating	86,087	68,080	67,500	68,400
Fixed Charges & Services	2,726	850	850	900
Capital Outlay	16,885	38,000	38,000	40,000
<b>Total</b>	<b>1,173,944</b>	<b>1,231,236</b>	<b>1,183,434</b>	<b>1,440,277</b>

### Budget Highlights:

- Funds are included for transporting juveniles to and from state institutions and other travel related to criminal investigations.
- Conferences and schools will cover a variety of training opportunities to enhance investigators skill base such as Criminal Investigation, REID Interview and Interrogation, Cyber Crime Investigation, Sexual Assault Investigation, Advanced Narcotics Investigation and other advanced criminal investigative courses.
- Wages-Standby is used to compensate investigators for on call status.
- Funds are included for replacement of 2 investigative vehicles.

# Police Department

## Investigative Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	793,629	822,751	782,172	981,025
412200 Wages-Overtime	31,397	35,000	35,000	35,000
412300 Wages-Standby	7,452	8,160	8,160	8,300
412700 Wages-Longevity	33,110	33,013	37,033	37,511
418100 FICA-Employers Share	65,244	67,056	65,251	81,230
418200 Retirement	40,987	42,606	40,412	49,910
418201 Retirement-401K General	1,156	1,194	1,157	1,245
418202 Retirement-401K Police	39,736	43,037	41,128	47,496
418300 Insurance-Hospital	53,924	68,459	64,171	86,590
418301 Insurance-Life	1,611	1,780	1,600	1,670
418600 Workers Compensation	-	1,000	1,000	1,000
418910 Incentive Allowance	-	250	-	-
<b>Personal Services Total</b>	<b>1,068,246</b>	<b>1,124,306</b>	<b>1,077,084</b>	<b>1,330,977</b>
<b>Current Operating</b>				
421201 Clothing Allowance	9,900	10,500	10,500	12,600
425100 Fuel	24,119	23,000	23,000	23,000
426000 Office Supplies	3,143	3,200	3,200	3,200
429900 Supplies-Miscellaneous	4,388	5,000	6,000	4,500
431100 Travel-Mileage Reimbursement	907	1,500	1,500	1,500
431200 Travel-Conference/Schools	4,427	5,480	5,200	5,200
435000 Repairs-Other	255	-	-	300
435300 Repairs-Vehicle	20,220	18,000	17,000	17,000
449100 Professional Dues	135	600	600	600
449300 Subscriptions	293	800	500	500
449901 Misc-Special Fees	18,300	-	-	-
<b>Current Operating Total</b>	<b>86,087</b>	<b>68,080</b>	<b>67,500</b>	<b>68,400</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	2,726	850	850	900
<b>Fixed Charges &amp; Services Total</b>	<b>2,726</b>	<b>850</b>	<b>850</b>	<b>900</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	16,885	38,000	38,000	40,000
<b>Capital Outlay Total</b>	<b>16,885</b>	<b>38,000</b>	<b>38,000</b>	<b>40,000</b>
	<b>1,173,944</b>	<b>1,231,236</b>	<b>1,183,434</b>	<b>1,440,277</b>

# Police Department

## Investigative Services

### Staffing Table

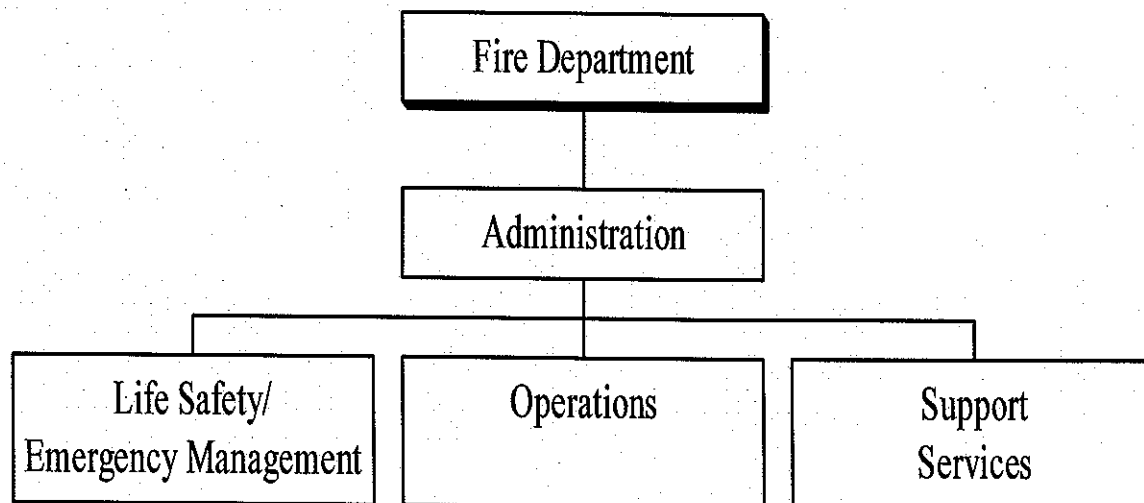
	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Police Captain	24	1	1	1	
Police Sergeant	19	4	4	4	
Police Corporal	17	15	15	15	
Administrative Secretary	10	1	1	1	
<b>Investigative Services Total</b>		<b>21</b>	<b>21</b>	<b>21</b>	

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Fire Department

The mission of the City of Rocky Mount Fire Department is to protect and save life and property; ensure economic security and personal well being and minimize the impact of fire and other emergencies through the proactive and comprehensive education, prevention and enforcement programs, provided by highly trained response personnel.



## Performance Indicators:

Indicator	Actual 2005-06	Budget 2006-07	Projected 2006-07	Goal 2007-08
1. Number of emergency incidents	7,761	7,600	7,400	7,600
2. Number of Fire Department personnel per 1000 population	2.55	2.55	2.55	2.55
3. Number of square miles served	36.4	36.4	36.4	36.4
4. Average response time	4:20	4:30	4:20	4:20
5. Value of property loss due to fire (Millions)		1.9		
6. Fire inspections performed	2,978	3,100	2,069	2,100
7. Public fire education programs held	300	320	300	300
8. Plans reviewed	200	200	200	200
9. Certificate of Occupancy Inspections performed	550	550	550	550
10. Fire investigations performed	22	22	20	20
11. Total fire code violations enforced	2,638	2,800	2,500	2,500
12. Total hours of instruction	8,075	7,000	6,900	6,500
13. Monthly average hours of training per firefighter	21	25	20	20
14. Total hours of specialized training	6,074	4,000	4,414	4,000
15. Man hours of night drills	326	500	500	500
16. Number of multiple company drills	629	200	607	500

# Fire Department

## Budget Overview

The Fire Department represents 18.64% of the General Fund Budget and 4.75% of the total City Budget. With 147 employees, the Fire Department represents 15.81% of the city workforce.

<b>Expenditures by Division</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Administration	475,961	550,593	529,376	558,945
Operations	7,935,391	7,746,822	7,478,806	7,839,373
Life Safety & Emergency	466,126	515,062	535,701	593,627
Support Services	344,513	394,210	368,086	393,694
<b>Fire Total</b>	<b>9,221,991</b>	<b>9,206,687</b>	<b>8,911,969</b>	<b>9,385,639</b>

<b>Positions by Division</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2007-08 Adopted</b>	<b>Difference</b>
Administration	2	2	2	
Operations	132	132	132	
Life Safety/Emergency Management	8	8	8	
Support Services	5	5	5	
<b>Total</b>	<b>147</b>	<b>147</b>	<b>147</b>	



# Fire Department

## Administration

The Administrative Division of the Fire Department is charged with the responsibility of providing leadership and effective management of the department's resources, with emphasis on providing high quality emergency services and planning for the future development of the department to meet the needs of a changing community.

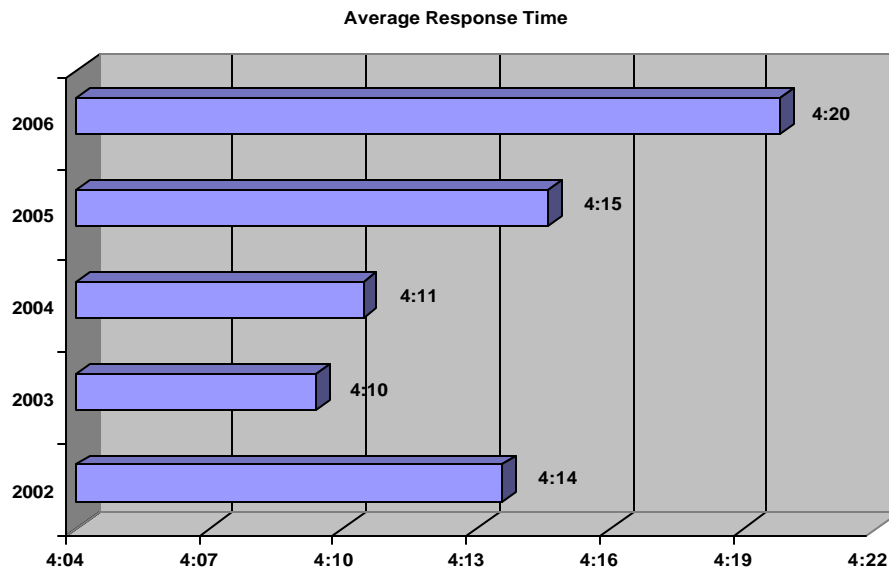
Programs within the Administration Division include: Budget Management; Strategic Planning; Policy Development & Review; Research & Development; and Facility Management.

### Prior Year Accomplishments:

- ✍ Addressed specific and strategic recommendations identified during the Accreditation peer assessment visit and developed a plan to accomplish the recommendations. Completed the annual compliance report in July 2006.
- ✍ Developed departmental and City-wide Homeland Security National Incident Management System (NIMS) implementation and compliance plan. Began implementation of components as identified.
- ✍ Completed mold remediation and remodeling of Fire Station Six. Continued work with regional emergency services agencies to establish NIMS compliance and disaster preparedness.
- ✍ Pursued Federal grants through the Department of Homeland Security, as well as grants through State and County agencies and other alternative funding sources.

### FY 2007-2008 Initiatives:

- ✍ Continue addressing specific and strategic recommendations identified during the Accreditation peer assessment visit and develop a plan to accomplish the recommendations. Develop timeline and commence updating of the Accreditation document in preparation for 2008 re-accreditation. Complete the annual compliance report in July 2007.
- ✍ Continue departmental and City-wide implementation and compliance objectives for Homeland Security National Incident Management System (NIMS).
- ✍ Review and evaluate Career Development Program.
- ✍ Continue to work with regional emergency services agencies to establish NIMS compliance and disaster preparedness. Specifically, initiate collaboration with neighboring municipalities to strengthen regional preparedness.
- ✍ Continue pursuit of Federal grants through Department of Homeland Security, and grants through State and County agencies and other alternative funding sources. Pursue funding for mobile computer terminals.
- ✍ Initiate process for NC Response Rating System (ISO) inspection and rating.



# Fire Department

## Administration

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	186,843	239,993	225,026	241,755
Current Operating	228,992	247,300	246,550	247,290
Fixed Charges & Services	3,890	6,200	6,200	5,400
Capital Outlay	56,236	51,600	51,600	64,500
<b>Total</b>	<b>475,961</b>	<b>545,093</b>	<b>529,376</b>	<b>558,945</b>

### Budget Highlights:

- Funds are included for maintenance and operation of the Fire Department's facilities and equipment. Items include paint, mowers, medical supplies, fire extinguisher supplies, and building and HVAC repairs and maintenance for 8 buildings.
- Utilities include the cost of gas, electric, water, sewer and stormwater charges for 8 Fire Department buildings.
- Professional Dues includes National Fire Protection Association membership fees, which provides substantial discounts on updates to the multi-volume NFPA Code and related publications.
- Funds are included for continued participation in the Accreditation and Recertification process.
- Funding to equip fire apparatus with portable radio for firefighters on an emergency scene. Twenty-two radios are needed. Seven will be purchased in FY2007 and the remaining radios will be purchased over the next two years.

# Fire Department

## Administration

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	147,908	142,628	134,618	149,569
412700 Wages-Longevity	8,322	10,923	10,923	9,111
418100 FICA-Employers Share	10,192	10,241	10,009	10,997
418200 Retirement	7,655	7,715	7,132	7,775
418201 Retirement-401K General	5,916	6,298	5,385	5,983
418300 Insurance-Hospital	6,567	8,054	6,739	8,060
418301 Insurance-Life	282	240	220	260
418904 Fringe Benefit-Physical Exams	-	53,894	50,000	50,000
<b>Personal Services Total</b>	<b>186,843</b>	<b>239,993</b>	<b>225,026</b>	<b>241,755</b>
<b>Current Operating</b>				
423301 Accreditation/Certification	1,175	3,000	4,000	5,600
429900 Supplies-Miscellaneous	18,262	23,000	23,000	23,000
431200 Travel-Conference/Schools	700	1,000	650	3,000
432100 Telephone	30,047	42,000	42,000	41,390
433000 Utilities	122,740	100,000	100,000	100,000
434100 Printing	1,454	1,200	800	1,000
435100 Repairs-Building	19,060	28,000	28,000	25,000
435202 Repairs-Radio	34,910	47,500	41,000	47,000
439901 Other Service-Strategic Plan	-	6,000	6,000	-
449100 Professional Dues	485	700	700	900
449300 Subscriptions	160	400	400	400
<b>Current Operating Total</b>	<b>228,992</b>	<b>252,800</b>	<b>246,550</b>	<b>247,290</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	3,890	6,200	6,200	5,400
<b>Fixed Charges &amp; Services Total</b>	<b>3,890</b>	<b>6,200</b>	<b>6,200</b>	<b>5,400</b>
<b>Capital Outlay</b>				
555200 Fire Equipment	6,890	25,000	25,000	20,000
555500 Other Equipment	23,714	-	-	17,900
559000 Other Structures, Improvements	25,632	26,600	26,600	26,600
<b>Capital Outlay Total</b>	<b>56,236</b>	<b>51,600</b>	<b>51,600</b>	<b>64,500</b>
	<b>475,961</b>	<b>550,593</b>	<b>529,376</b>	<b>558,945</b>

# Fire Department

## Administration

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Proposed	Difference
Fire Chief	27	1	1	1	
Department Secretary	12	1	1	1	
Total		2	2	2	

### Capital Outlay

Category/Description

New/Replacement

Amount

# Fire Department

## Operations

The purpose of the Operations Division of the Fire Department is to extinguish fires and mitigate other emergency incidents with a minimum loss of lives and property through the efficient, effective, and timely response of personnel and equipment and programs that promise fire and life safety.

Programs within the Operations Division include: Emergency Response; Hydrant Inspection Program; Public Fire Education; Risk Assessment; Employee Development; Fleet Maintenance; and General Fire Inspection.

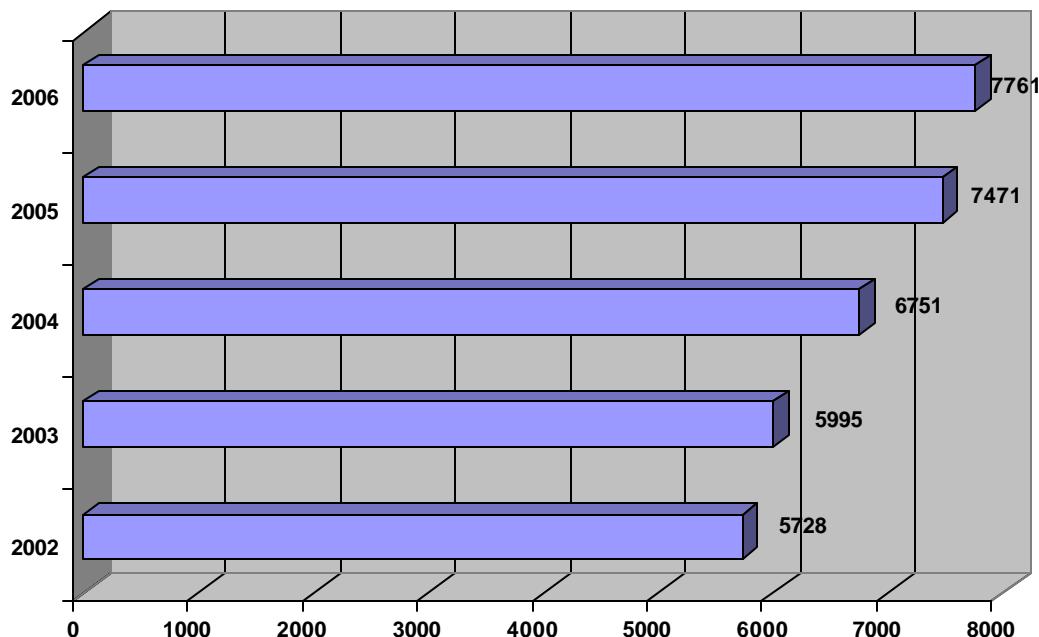
### Prior Year Accomplishments:

- ✍ Began development of training and revision of standard operations guide to enhance the Rapid Intervention Team functions.
- ✍ Continued to complete operational requirements for NIMS compliance based on department implementation plan.
- ✍ Completed 80 Community Hazard Analysis properties throughout the City.
- ✍ Purchase squad vehicle scheduled for replacement. Refit brush truck to operate as brush unit.
- ✍ Evaluated and purchased new occupancy classification software recommended by the Commission on Fire Accreditation International.

### FY 2007-2008 Initiatives:

- ✍ Continue to develop training and revise standard operations guide to enhance Rapid Intervention Team functions.
- ✍ Continued to complete operational requirements for NIMS compliance based on department implementation plan.
- ✍ Complete an additional 80 Community Hazard Analysis properties throughout the City. Integrate results into response plan to ensure response matches potential need for property.
- ✍ Complete development of specifications for Fire Pumper scheduled for replacement in FY 2007-2008.
- ✍ Adjust fire response zones in computer aided dispatch program to include proposed annexed areas.

Emergency Responses



# Fire Department

## Operations

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	6,808,794	6,912,406	6,674,436	7,063,813
Current Operating	375,679	431,200	427,300	410,000
Fixed Charges & Services	709,809	312,100	322,870	354,560
Capital Outlay	41,109	54,200	54,200	11,000
<b>Total</b>	<b>7,935,391</b>	<b>7,709,906</b>	<b>7,478,806</b>	<b>7,839,373</b>

### Budget Highlights:

- Funds are budgeted for the replacement of boots, helmets, gloves and repairs to turnout gear.
- Travel Conferences and Schools covers training opportunities for fire employees to gain knowledge in basic as well as advanced firefighting techniques and initiatives through the National Fire Academy.
- Amounts are included for hydrant maintenance for repair supplies.
- Funds are budgeted for the repair and maintenance of fire equipment and vehicles.
- Wages – Overtime reflects the cost of maintaining minimum staffing levels per shift in light of frozen positions, retirements, turnover and military call-up.

# Fire Department

## Operations

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	5,000,851	4,892,132	4,736,718	5,126,900
412200 Wages-Overtime	296,588	417,702	400,000	300,000
412600 Wages-Part Time	-	10,600	13,000	13,000
412700 Wages-Longevity	170,355	157,477	157,476	146,130
418100 FICA-Employers Share	405,229	414,381	395,750	426,265
418200 Retirement	266,733	269,016	258,779	258,332
418201 Retirement-401K General	198,005	199,730	192,497	205,076
418300 Insurance-Hospital	405,589	488,114	472,106	535,610
418301 Insurance-Life	9,637	10,470	9,460	8,800
418600 Workers Compensation	55,807	50,000	35,000	40,000
418911 Fringe Benefit-NC Fire Assn	-	3,650	3,650	3,700
<b>Personal Services Total</b>	<b>6,808,794</b>	<b>6,913,272</b>	<b>6,674,436</b>	<b>7,063,813</b>
<b>Current Operating</b>				
421200 Uniforms	45,541	48,000	50,000	49,000
425100 Fuel	42,159	42,000	42,000	42,000
425900 Small Tools	973	1,000	1,000	1,000
429900 Supplies-Miscellaneous	22,201	27,720	25,000	26,000
429907 Supplies-Safety	70,593	63,600	71,000	71,000
429910 Supplies-Ems	18,184	24,400	23,000	25,000
429911 Supplies-Fire	22,591	20,000	20,000	20,000
429913 Supplies-Tech Rescue	-	11,760	11,900	12,000
431200 Travel-Conference/Schools	14,213	12,000	16,000	15,000
435000 Repairs-Other	32,233	36,500	40,000	46,000
435200 Repairs-Equipment	300	400	1,200	2,400
435203 Repairs-Tools	482	500	500	600
435300 Repairs-Vehicle	89,402	163,770	114,000	100,000
439600 Economic Development	2,005	-	-	-
441000 Rental-Land	6,000	6,000	4,500	-
441100 Rental-Building	8,800	9,600	7,200	-
<b>Current Operating Total</b>	<b>375,679</b>	<b>467,250</b>	<b>427,300</b>	<b>410,000</b>
<b>Fixed Charges &amp; Services</b>				
476000 Lease Payments	-	20,300	31,070	186,430
476003 Lease Payments-Pumper	288,602	133,880	133,880	121,310
476015 Lease Payments-Building	274,676	157,920	157,920	46,820
476016 Lease Payments-Ladder Truck	146,531	-	-	-
<b>Fixed Charges &amp; Services Total</b>	<b>709,809</b>	<b>312,100</b>	<b>322,870</b>	<b>354,560</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	17,794	25,000	25,000	-
555500 Other Equipment	23,315	29,200	29,200	11,000
<b>Capital Outlay Total</b>	<b>41,109</b>	<b>54,200</b>	<b>54,200</b>	<b>11,000</b>
	<b>7,935,391</b>	<b>7,746,822</b>	<b>7,478,806</b>	<b>7,839,373</b>

# Fire Department

## Operations

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Proposed	Difference
Assistant Fire Chief	25	1	1	1	
Division Chief	24	1	1	1	
District Chief - Fire Operations	23	3	3	3	
Fire Captain	19	27	28	28	
Fire Apparatus Maintenance Supervisor	18	1	1	1	
Fire Engineer	16	33	0	0	
Fire Engineer	17	0	33	33	
Senior Firefighter	14	5	0	0	
Senior Firefighter	15	0	12	12	
Firefighter	12	61	0	0	
Firefighter	13	0	42	42	
Firefighter Cadet	12	0	11	11	
<b>Operations Total</b>		<b>132</b>	<b>132</b>	<b>132</b>	

### Capital Outlay

Category/Description

New/Replacement

Amount



# Fire Department

## Life Safety/Emergency Management

The Life Safety/Emergency Management is charged with coordinating programs that encompass an overall plan to reduce life and property loss due to fire and emergency incidents through plans review, code enforcement and educational programs.

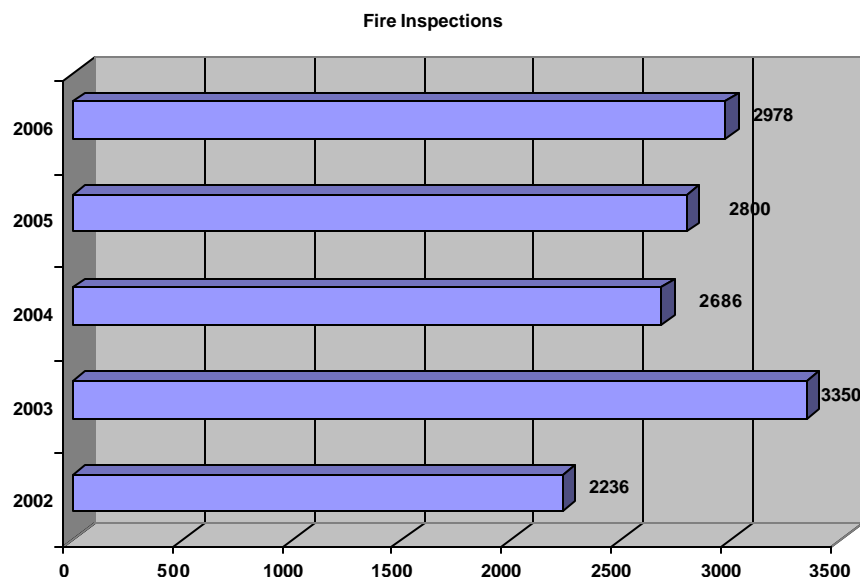
Programs within the Life Safety/Emergency Management include: Code Inspection; Public Fire Education; Fire Investigation; Information Management; Plan Review; Certificate of Occupancy Inspection; and Hazardous Materials Regulation.

### Prior Year Accomplishments:

- ✍ Continued implementation of the fee schedule for second year fire inspections and permits. Mailed informational letters to occupancies that are scheduled for fire inspections in 06/07 year.
- ✍ The LSEM public education efforts reached over 1,600 participants. Operations personnel delivered station tours and puppet show skits to an additional 1,000 children in 2006.
- ✍ Conducted 3 Risk Watch Training Sessions: ECC Early Childhood (15 teachers); Wake County Safe Kids Coalition (15 teachers); Winstead Ave Elementary (50 teachers)
- ✍ Updated the City Emergency Operations Plan to meet NIMS guidelines.
- ✍ Continued to maintain data management systems to accommodate the minimum fire inspection schedule in order to accurately schedule occupancy inspections and record applicable fees.
- ✍ Implemented the new mandatory annual Continuing Education Program for Fire Inspector Certification for all certified Fire Inspectors.

### FY 2007-2008 Initiatives:

- ✍ Continue implementation of the fee schedule for third year fire inspections and permits. Mail informational letters to occupancies that are scheduled for fire inspections in 07/08 year.
- ✍ Expand educational programs directed toward rest homes and assisted living facilities. Training focus will remain on fire drills, evacuation procedures, and general fire safety.
- ✍ Coordination of the Unintentional Injuries curriculum will continue in the 18 elementary schools with remaining GHSP and API grant funds.
- ✍ Provide updated t the City Emergency Operations Plan and disseminate to all City departments.
- ✍ Continue to maintain data management systems in order to accurately schedule occupancy inspections and record applicable fees.
- ✍ Provide required instruction for the mandatory annual Continuing Education Program for Fire Inspector Certification for all certified Fire Inspectors.



# Fire Department

## Life Safety & Emergency Management

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	445,734	467,122	482,201	530,927
Current Operating	18,652	36,510	36,510	32,300
Fixed Charges & Services	1,740	1,990	1,990	2,400
Capital Outlay	-	15,000	15,000	28,000
<b>Total</b>	<b>466,126</b>	<b>520,622</b>	<b>535,701</b>	<b>593,627</b>

### Budget Highlights:

- Amounts are included for supplies necessary for the investigation of fires as well as various community programs.
- Travel Conferences and Schools provides special training in fire code administration and fire and arson investigation, as well as re-certification of 2 Fire Educators.
- Funds budgeted to purchase vehicle for Fire Prevention Specialist.

# Fire Department

## Life Safety & Emergency

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	307,550	316,586	331,686	363,000
412300 Wages-Standby	6,965	7,025	7,025	8,800
412600 Wages-Part Time	40,298	38,447	38,447	42,000
412700 Wages-Longevity	14,840	18,540	18,026	19,206
418100 FICA-Employers Share	27,091	29,782	28,793	32,163
418200 Retirement	16,106	17,210	17,406	18,728
418201 Retirement-401K General	12,555	14,620	13,464	18,220
418300 Insurance-Hospital	19,702	24,162	26,644	28,190
418301 Insurance-Life	628	750	710	620
<b>Personal Services Total</b>	<b>445,734</b>	<b>467,122</b>	<b>482,201</b>	<b>530,927</b>
<b>Current Operating</b>				
421200 Uniforms	1,942	2,850	3,100	3,100
423000 Supplies-Education	-	3,510	4,000	4,000
429900 Supplies-Miscellaneous	2,961	6,500	8,000	8,000
431200 Travel-Conference/Schools	5,252	5,000	5,000	5,000
434100 Printing	449	700	1,000	1,000
435100 Repairs-Building	791	6,120	6,810	5,000
439600 Economic Development	5,008	-	-	-
449100 Professional Dues	1,625	1,670	4,000	3,000
449300 Subscriptions	626	4,600	4,600	3,200
<b>Current Operating Total</b>	<b>18,652</b>	<b>30,950</b>	<b>36,510</b>	<b>32,300</b>
<b>Fixed Charges &amp; Services</b>				
439400 Cleaning/Custodial Service	1,740	1,990	1,990	2,400
<b>Fixed Charges &amp; Services Total</b>	<b>1,740</b>	<b>1,990</b>	<b>1,990</b>	<b>2,400</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	-	15,000	15,000	28,000
<b>Capital Outlay Total</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>28,000</b>
	<b>466,126</b>	<b>515,062</b>	<b>535,701</b>	<b>593,627</b>

# Fire Department

## Life Safety/Emergency Management

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Proposed	Difference
Division Chief	24	1	1	1	
Fire Captain Life Safety	19	0	0	0	
E911 Data Coordinator	17	1	1	1	
Fire Prevention Specialist	18	4	4	4	
Fire/Life Safety Educator	18	1	1	1	
Administrative Clerk	09	1	1	1	
<b>Total</b>		<b>8</b>	<b>8</b>	<b>8</b>	

### Capital Outlay

Category/Description

New/Replacement

Amount

# Fire Department

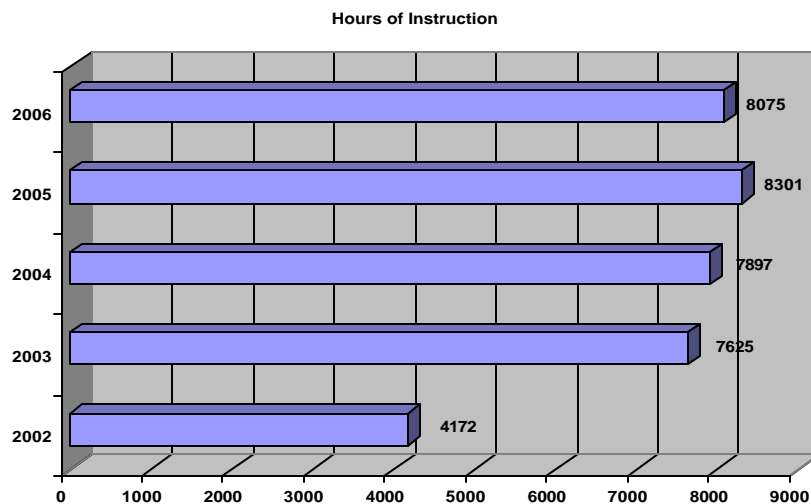
## Support Services

### Prior Year Accomplishments:

- ✍ Completed NIMS Compliance training for all RMFD members per October 2007 deadline.
- ✍ Implemented onsite annual health screening and fitness evaluation program for personnel per Accreditation Strategic Recommendations.
- ✍ Conducted NIMS Compliance Training for affected CRM members accomplishing necessary levels of training through NIMS IS-200.
- ✍ Established an annual training plan for Swift Water Rescue and Technical Rescue Teams.
- ✍ Completed Recruit Firefighter Training Academy in April 2007 with 14 graduates.
- ✍ Established new Entry-level Firefighters Recruit Rocky Mount recruitment incentive program.
- ✍ Completed Entry-level Firefighter recruitment and selection initiative for the purpose of selecting 15 additional employees slated to begin August 2007.

### FY 2007-2008 Initiatives:

- ✍ Conduct Fire Captain Promotional Process to fill vacancies caused by retirements.
- ✍ Implement a perpetual training schedule for Rescue Technician Certification Program to train and certify all new Fire Department members after their completion of our Recruit Firefighter Training Program.
- ✍ Conduct District Chief Promotional Process due to Fire Chief retirement and possible addition of 3 District Chief positions.
- ✍ Begin new Recruit Firefighter Training Program in August 2007.
- ✍ Review and update Firehouse Software Training Module to reflect changes in data collection for Accreditation and NCRRS (ISO).
- ✍ Update the Accreditation Competencies related to the Division for Support Services for the Department's upcoming five-year re-evaluation.
- ✍ Continue NIMS compliancy initiatives including physical resource typing and development of NIMS management matrix.
- ✍ Complete NC Department of Labor Apprenticeship Program requirements to certify RMFD Recruit Firefighter Training, Probationary Firefighter Training, and Senior Firefighter Training Programs.



# Fire Department

## Support Services

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	321,431	325,610	294,186	330,594
Current Operating	21,182	33,100	33,100	36,100
Fixed Charges & Services	1,900	4,000	4,000	4,000
Capital Outlay	-	38,000	36,800	23,000
<b>Total</b>	<b>344,513</b>	<b>400,710</b>	<b>368,086</b>	<b>393,694</b>

### Budget Highlights:

- Funds are included for live fire training supplies and other items necessary to provide training programs.
- Printing covers promotional, recruit and probationary exams; firefighter certification outlines; handouts and tests; monthly Calendars of Activities; annual training and fitness reports and updates to the Standard Operating Guidelines.
- Amounts are provided for facility maintenance at the John Sykes Training Center. Despite being flood damaged, the Training Center is still used.
- Funds are included in Supplies-Education for administering written examinations for Fire Captain, Fire Engineer and Senior Firefighter. This item also now includes entry level exams.
- Funds are included for replacement of 12 passenger van used to transport crew and equipment to emergency events such as swift water rescue and confined space rescue.

# Fire Department

## Support Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	243,264	243,263	223,111	252,526
412200 Wages-Overtime	4,924	3,237	-	-
412300 Wages-Standby	1,603	2,145	2,145	-
412700 Wages-Longevity	12,329	13,370	13,908	12,154
418100 FICA-Employers Share	19,703	20,040	18,198	22,273
418200 Retirement	12,768	12,940	11,172	12,970
418201 Retirement-401K General	9,929	9,950	8,544	10,101
418300 Insurance-Hospital	16,418	20,135	16,678	20,140
418301 Insurance-Life	493	530	430	430
<b>Personal Services Total</b>	<b>321,431</b>	<b>325,610</b>	<b>294,186</b>	<b>330,594</b>
<b>Current Operating</b>				
421200 Uniforms	1,531	2,400	2,400	2,400
423000 Supplies-Education	5,949	8,872	15,000	16,500
426000 Office Supplies	2,765	3,000	3,000	3,000
429900 Supplies-Miscellaneous	3,138	3,300	3,300	3,300
431200 Travel-Conference/Schools	2,220	2,000	2,000	2,000
434100 Printing	3,116	2,828	2,700	2,700
435100 Repairs-Building	-	1,000	1,000	2,500
449300 Subscriptions	2,464	3,700	3,700	3,700
<b>Current Operating Total</b>	<b>21,182</b>	<b>27,100</b>	<b>33,100</b>	<b>36,100</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	1,900	3,500	4,000	4,000
<b>Fixed Charges &amp; Services Total</b>	<b>1,900</b>	<b>3,500</b>	<b>4,000</b>	<b>4,000</b>
<b>Capital Outlay</b>				
551000 Office Furniture	-	-	-	1,000
554000 Motor Vehicles	-	35,000	34,000	22,000
555000 Office Equipment	-	3,000	2,800	-
<b>Capital Outlay Total</b>	<b>-</b>	<b>38,000</b>	<b>36,800</b>	<b>23,000</b>
	<b>344,513</b>	<b>394,210</b>	<b>368,086</b>	<b>393,694</b>

# Fire Department

## Support Services

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Proposed	Difference
Division Chief	24	1	1	1	
Fire Captain - Support Services	19	1	1	1	
Fire Training Specialist	18	2	2	2	
Administrative Clerk	09	1	1	1	
<b>Total</b>		<b>5</b>	<b>5</b>	<b>5</b>	

### Capital Outlay

#### Category/Description

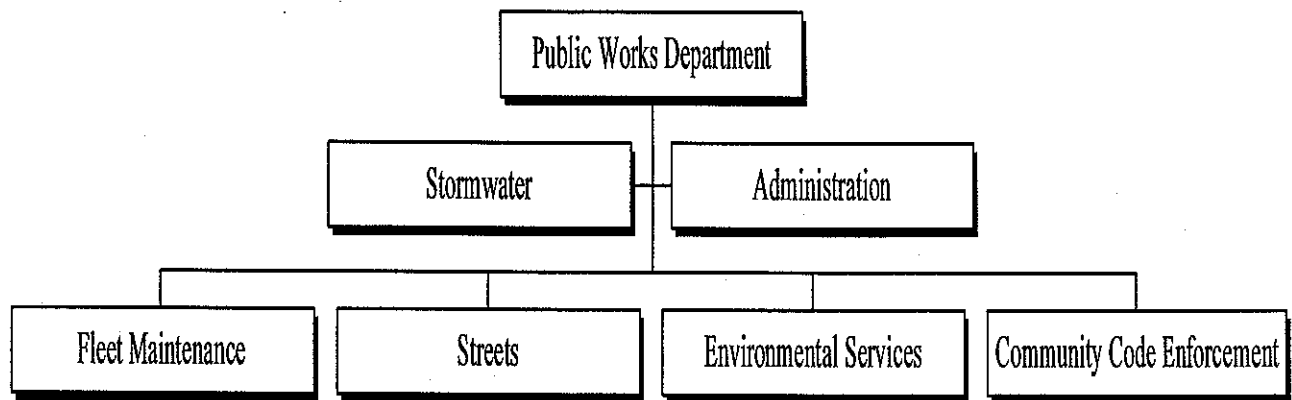
#### New/Replacement

#### Amount



# Public Works Department

The mission of the Public Works Department is to provide and deliver quality public services in a professional, efficient and responsive manner all contributing to the safe movement of people and goods while protecting the environment, public health and safety.



## Performance Indicators:

Indicator	Actual 2005-06	Budget 2006-07	Projected 2006-07	Goal 2007-08
1. Number of Keep America Beautiful presentations	31	20	20	30
2. Loose leaf collection (Cubic Yards)	18,500	19,500	29,500	23,000
3. Asphalt Patching (Tons)	1,900	2,200	1,450	2,000
4. Crack Sealant Compound (Pounds)	1,500	2,000	9,000	8,000
5. Sidewalk replacement (Linear Feet)	3,600	4,000	4,000	4,200
6. Curb & Gutter replacement (Linear Feet)	1,400	2,000	1,900	1,500
7. Vehicle Preventive Maintenance Inspections performed	1,834	1,400	2618	2800
8. Fleet Maintenance Work Orders initiated	6,139	6,400	6277	6400
9. Percent of Fleet downtime daily	4.6	4.5	4.7	4.5
10. Solid Waste Collected (Tons)	39,000	40,000	39,100	40,000
11. Cart Repairs	1,900	2,200	2,920	3,000
12. Recyclables Collected (Tons)	946	1,100	910	1,000
13. Frontloader Program (Tons)	12,910	12,000	12,210	12,500
14. Weed notices issued	3,570	3,500	4,000	4,000
15. Weed notice compliance	3,570	3,500	4,000	4,000
16. Abandoned Vehicle Notices issued	720	900	450	550
17. Abandoned Vehicle Notice Compliance	720	900	450	550
18. Dwellings demolished	34	35	36	50
19. Initial Housing Inspections	314	350	300	350
20. Housing inspection cleared	171	200	170	175
21. Refuse/trash/waste notices	779	650	700	750

# Public Works Department

## Budget Overview

The Public Works Department represents 22.42% of the General Fund Budget and 5.72% of the total operating budget for the City of Rocky Mount. With 115 employees, the Public Works Department has 12.37% of the City workforce.

Expenditures by Division	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Administration	176,885	184,849	173,137	200,871
Streets and R.O.W.	1,819,913	1,815,737	1,249,678	2,256,137
Fleet Maintenance	464,811	510,363	437,752	449,570
Environmental Services	5,773,921	6,753,532	6,174,218	7,545,652
Community Code	815,153	932,530	885,574	838,490
<b>Public Works Total</b>	<b>9,050,683</b>	<b>10,197,011</b>	<b>8,920,359</b>	<b>11,290,720</b>

Positions by Division	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Administration	1 1/3	1 1/3	1 1/3	
Street & ROW Maintenance	22 5/6	22 2/3	22 2/3	
Fleet Maintenance	27	27	27	
Environmental Services	47	47	52	5
Community Code	10	10	12	2
<b>Total</b>	<b>108 1/6</b>	<b>108</b>	<b>115</b>	<b>7</b>

# Public Works Department

## Administration

The Administrative Division is charged with managing and directing the operations of the Public Works field divisions in accordance with the City policies and ordinances; to ensure timely and courteous response to requests for service from citizens; to prepare, implement and monitor department budget to ensure availability of funds for operations and services at the most cost efficient manner. It also oversees and manages the Stormwater Utility Division which is responsible for the maintenance and capital improvements of the Stormwater system and to insure compliance with all state and federal Stormwater regulations.

Programs within the Administration Division include: Technical Review of Planned Building Groups & Subdivision Plans; Final Inspection of Subdivision Construction; Replacement Analysis of City Vehicle & Equipment Fleet; Minimum Housing Code Enforcement; and Budget and CIP Preparation.

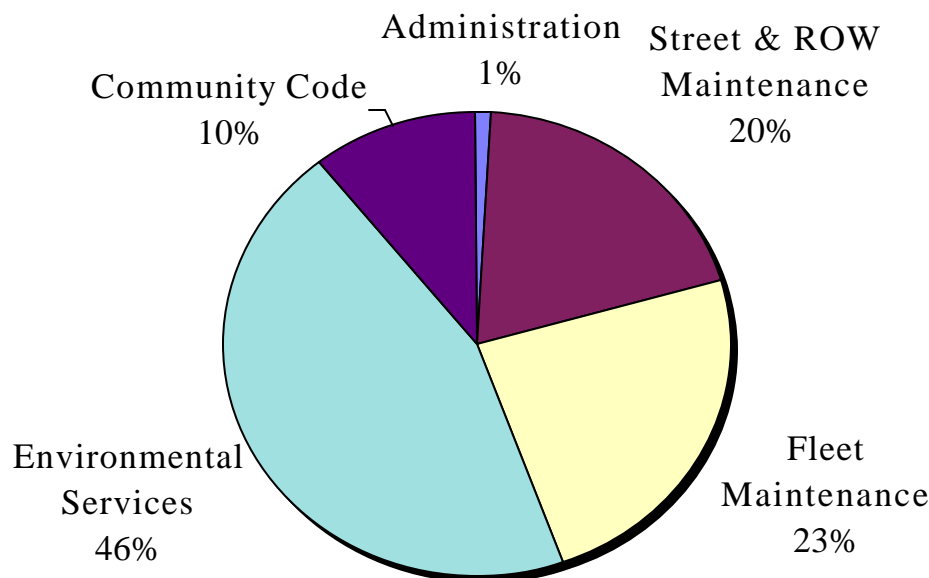
### Prior Year Accomplishments:

- ✍ Implemented the master mechanic certification program at Fleet Maintenance.
- ✍ Completed and implemented a Senior Inspector position in Community Code Division.
- ✍ Studied the organizational structure of the Community Code Division to provide additional field supervision of inspectors.
- ✍ Developed an in-house program to assist employees in obtaining their CDL drivers license
- ✍ Implemented a maintenance program for stormwater detention ponds in residential subdivisions by City forces.
- ✍ Completed update to the City's Pavement Condition Survey which is required to develop the resurfacing priority list.

### FY 2007-2008 Initiatives:

- ✍ The orientation and training of a new Assistant Director of Public Works/Stormwater Manager.
- ✍ Initiate evaluation of commercial solid waste services to assess existing services and service delivery.
- ✍ Prepare for impact of proposed annexation in Department of Public Works and initiate plans to extend necessary services to those areas affected by July 1, 2008.
- ✍ Continue evaluation of resurfacing program to identify steps that the Department can take to extend pavement life.  
Develop protocol to minimize the delay between approval by City Council to demolish and taking steps to do so.

## Public Works Employees



# Public Works Department

## Administration

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	150,818	154,249	145,507	168,861
Current Operating	26,067	30,600	27,630	32,010
<b>Total</b>	<b>176,885</b>	<b>184,849</b>	<b>173,137</b>	<b>200,871</b>

### Budget Highlights:

- Telephone expenses cover the cost of telephones for the entire department.
- Funds are included for operating expenses such as office supplies, and Professional Dues.

## Public Works Department

### Administration

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	116,486	87,624	82,167	107,415
412600 Wages-Part Time	-	30,500	30,500	28,000
412700 Wages-Longevity	6,360	6,634	9,046	2,687
418100 FICA-Employers Share	8,270	8,421	8,553	8,417
418200 Retirement	6,019	6,089	4,446	5,395
418201 Retirement-401K General	4,659	4,971	3,295	4,297
418300 Insurance-Hospital	4,378	5,370	3,370	8,060
418301 Insurance-Life	227	240	130	190
431400 Travel Allowance	4,417	4,400	4,000	4,400
<b>Personal Services Total</b>	<b>150,818</b>	<b>154,249</b>	<b>145,507</b>	<b>168,861</b>
<b>Current Operating</b>				
423202 Program Supplies-Employee Recognition	34	1,500	-	1,500
426000 Office Supplies	360	400	400	400
431100 Travel-Mileage Reimbursement	-	200	200	200
431200 Travel-Conference/Schools	925	2,500	1,000	2,500
432100 Telephone	23,794	25,000	25,000	26,360
434100 Printing	354	400	400	400
449100 Professional Dues	600	600	630	650
<b>Current Operating Total</b>	<b>26,067</b>	<b>30,600</b>	<b>27,630</b>	<b>32,010</b>
	<b>176,885</b>	<b>184,849</b>	<b>173,137</b>	<b>200,871</b>

# Public Works Department

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## Administration

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Director of Public Works	27	1	1	1	
Department Secretary **	12	1/3	1/3	1/3	
<b>Total</b>		<b>1 1/3</b>	<b>1 1/3</b>	<b>1 1/3</b>	

\*\* position shared with Water Resources & Stormwater

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Public Works Department

## Streets

The Streets Division is charged with providing responsive and efficient maintenance and repairs to city streets, sidewalks and leaf collection all on a routine basis with emergency response capabilities for flooding, wind storms, snow, and ice storms. The division works to provide a safe roadway system and aesthetically pleasing environment for the public.

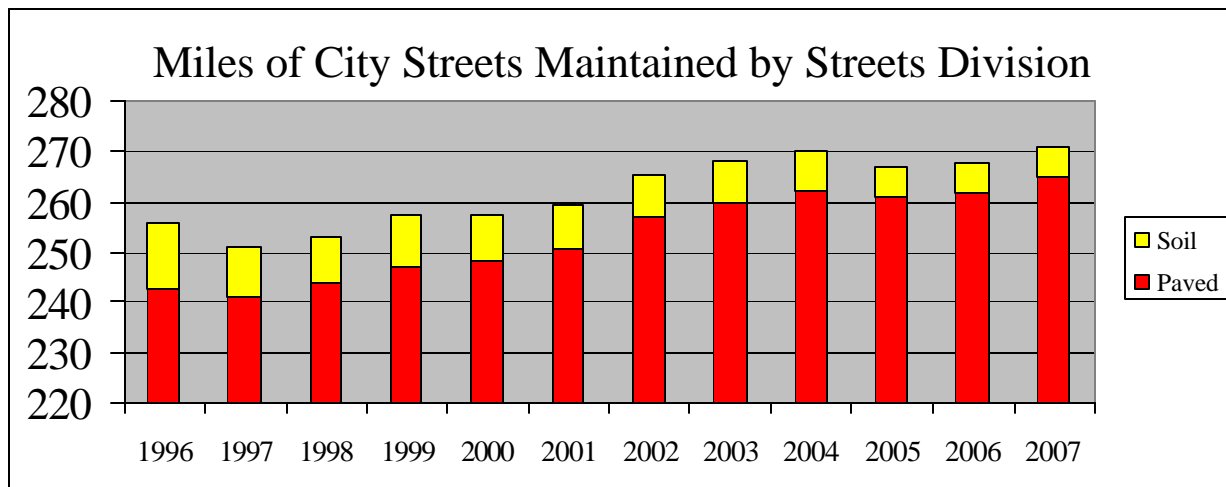
Programs within the Streets Division include: Street Maintenance; Asphalt Patching & Crack Sealing; Concrete Installation Curb, Sidewalk, Pads, Etc.; Loose Leaf Collection & Composting Operation; and Roadside Right of Way Mowing.

### Prior Year Accomplishments:

- ✍ Continued efforts to minimize preventable accidents
- ✍ Continued to provide service based on Customer Service principles.
- ✍ Continued developing a program for division employees to obtain a commercial drivers license class B.
- ✍ Initiated more aggressive role in pre-resurfacing preparation to extend pavement life and reduce life cycle costs.
- ✍ Completed 2 cycles of pre-treatment in advance of winter storms with brine equipment.

### FY 2007-2008 Initiatives:

- ✍ Maintain aggressive efforts to minimize preventable accidents
- ✍ Continue to enhance Division's success in providing Customer Based Service
- ✍ Maintain program for development of acceptable level of CDL Class B Licensure within the Division
- ✍ Maintain aggressive role in pre-resurfacing efforts and evaluate countermeasures to pursue in house to extend pavement life and maximize resurfacing dollars.
- ✍ Evaluate use of force account labor to assist in demolition of dilapidated housing stock.
- ✍ Expand role of concrete construction crew to assist with construction of new sidewalk in high priority areas.



# Public Works Department

## Streets

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	851,336	901,987	815,428	979,137
Current Operating	835,592	959,650	492,950	985,100
Fixed Charges & Services	114,818	176,500	170,000	175,400
Other Expenses	(513,324)	(590,000)	(590,000)	(455,000)
Transfers	300,000	50,000	50,000	-
Capital Outlay	231,490	321,000	311,300	561,500
<b>Total</b>	<b>1,819,913</b>	<b>1,815,737</b>	<b>1,249,678</b>	<b>2,256,137</b>

### Budget Highlights:

- Miscellaneous Supplies covers items related to the repair and maintenance of city streets and rights-of-way, as well as leaf collection and snow removal activities.
- Funds are included for the maintenance of streetlights and related utility expense.
- Amounts are included for the repair, maintenance and operation of vehicles. .
- Maintenance and Service Contracts includes funds for grass cutting of acquired property flooded by Hurricane Floyd, as well as removal of dead trees from rights-of-way.
- Funds are included to upgrade equipment at the brine plant to reduce response time and to acquire equipment to support graffiti abatement efforts.
- Charges for Service-Powell Bill covers eligible street maintenance charged to Powell Bill revenues.



## Public Works Department

### Streets & Right of Way

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	623,910	641,094	595,424	698,828
412200 Wages-Overtime	14,430	25,000	-	28,000
412300 Wages-Standby	2,931	3,300	-	-
412600 Wages-Part Time	-	200	200	-
412700 Wages-Longevity	16,762	18,542	18,986	22,017
418100 FICA-Employers Share	48,419	50,005	47,522	55,146
418200 Retirement	32,156	33,643	31,424	35,322
418201 Retirement-401K General	25,308	27,440	24,377	27,954
418300 Insurance-Hospital	71,384	91,343	86,210	100,680
418301 Insurance-Life	1,281	1,420	1,285	1,190
418600 Workers Compensation	14,756	10,000	10,000	10,000
<b>Personal Services Total</b>	<b>851,336</b>	<b>901,987</b>	<b>815,428</b>	<b>979,137</b>
<b>Current Operating</b>				
421001 Signs	910	1,000	1,000	1,000
421003 Chemicals/Sealants	6,536	6,000	6,000	6,000
421200 Uniforms	2,927	4,000	3,500	3,500
425100 Fuel	71,425	72,600	72,000	76,000
425900 Small Tools	615	1,500	1,500	1,500
426000 Office Supplies	227	800	800	300
429900 Supplies-Miscellaneous	122,491	149,500	145,000	152,000
429907 Supplies-Safety	672	1,000	900	1,000
431100 Travel-Mileage Reimbursement	-	400	100	400
431200 Travel-Conference/Schools	15	1,700	1,500	3,000
433000 Utilities	6,717	7,650	7,650	7,500
433006 Utilities-Street Lights	394,338	480,000	-	485,000
435000 Repairs-Other	363	1,000	1,000	1,000
435002 Repairs-Street Lights	84,895	87,000	95,000	90,000
435100 Repairs-Building	-	800	500	800
435200 Repairs-Equipment	36	100	100	100
435202 Repairs-Radio	9,835	11,200	11,400	11,000
435300 Repairs-Vehicle	133,592	130,000	145,000	145,000
<b>Current Operating Total</b>	<b>835,592</b>	<b>956,250</b>	<b>492,950</b>	<b>985,100</b>
<b>Fixed Charges &amp; Services</b>				
439400 Cleaning/Custodial Service	6,982	8,500	4,500	5,000
444000 Maint & Service Contract	35,799	50,000	47,500	52,400
476000 Lease Payments	23,060	25,650	25,650	25,650
476012 Lease Payments-Bull Dozer	-	8,720	8,720	8,720
476018 Lease Payments-Backhoe	14,111	7,060	7,060	7,060
476019 Lease Payments-Dump Truck	34,866	38,670	38,670	38,670
476020 Lease Payments-Leaf Equipment	-	37,900	37,900	37,900
<b>Fixed Charges &amp; Services Total</b>	<b>114,818</b>	<b>176,500</b>	<b>170,000</b>	<b>175,400</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(163,324)	(140,000)	(140,000)	(145,000)
480020 Charges For Services-Powell	(350,000)	(450,000)	(450,000)	(300,000)
<b>Other Expenses Total</b>	<b>(513,324)</b>	<b>(590,000)</b>	<b>(590,000)</b>	<b>(445,000)</b>

## Public Works Department

### Streets & Right of Way

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Transfers</b>				
498064 Interfund Transfer-Fund 640	300,000	50,000	50,000	-
<b>Transfers Total</b>	<b>300,000</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>
<b>Capital Outlay</b>				
551000 Office Furniture	-	-	-	1,000
552500 Radio Equipment	-	-	-	1,500
554001 Pickup Truck	-	44,000	42,700	18,500
554002 Dump Truck	-	65,000	57,600	70,000
554200 Heavy Motorized Equipment	78,450	-	-	318,000
554203 Leaf Vacuum Machine	97,815	52,000	49,000	-
554209 Bulldozer	-	150,000	150,000	-
555000 Office Equipment	-	-	-	1,000
555500 BRINE Other Equipment	8,724	-	-	-
555500 Other Equipment	46,501	10,000	12,000	1,500
559000 Other Structures, Improvements	-	-	-	150,000
<b>Capital Outlay Total</b>	<b>231,490</b>	<b>321,000</b>	<b>311,300</b>	<b>561,500</b>
	<b>1,819,913</b>	<b>1,815,737</b>	<b>1,249,678</b>	<b>2,256,137</b>

# Public Works Department

## Streets & ROW Maintenance

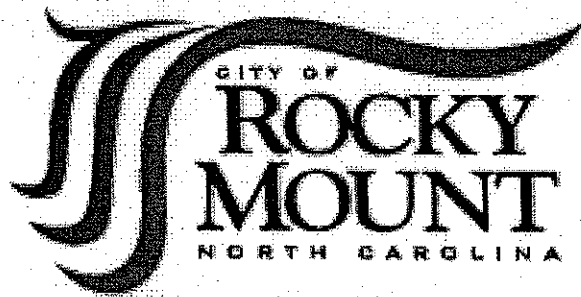
### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Streets Superintendent *	23	1/2	1/2	1/2	
General Construction & Maintenance Supervisor*	21	1/3	1/3	1/3	
Streets Maintenance. Services Supervisor*	21	0	0	0	
Drainage/Construction Supervisor*	14	0	1	1	
Crew Supervisor	12	4	4	4	
Heavy Equipment Operator	11	3	3	3	
Administrative Secretary*	10	1	1/2	1/2	
Construction Worker II	09	3	3	3	
Sanitation Equipment Operator	09	0	0	0	
Construction Worker I	08	0	0	0	
Truck Driver	08	1	1	1	
Light Equipment Operator	07	2	2	2	
Maintenance Worker II	07	8	8	8	
Maintenance Worker I	06	0	0	0	
<b>Total</b>		<b>22 5/6</b>	<b>23 1/3</b>	<b>23 1/3</b>	<b>0</b>

\* positions shared with Stormwater Operations

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
Dump Truck	Replacement	\$70,000
Asphalt Roller	Replacement	\$55,000
Compost Turner	Replacement	\$173,000
Rubber Tire Backhoe	Replacement	\$90,000
Other Equipment	New	\$6000



# Public Works Department

## Fleet Maintenance

The Fleet Maintenance Division is charged with insuring the operational readiness of the City's fleet of vehicles, motorized maintenance and construction equipment and fueling facilities. This division provides prompt and efficient repair and preventive maintenance services designed to insure the availability of safe and reliable fleet and support equipment for performing the mission objectives of user departments.

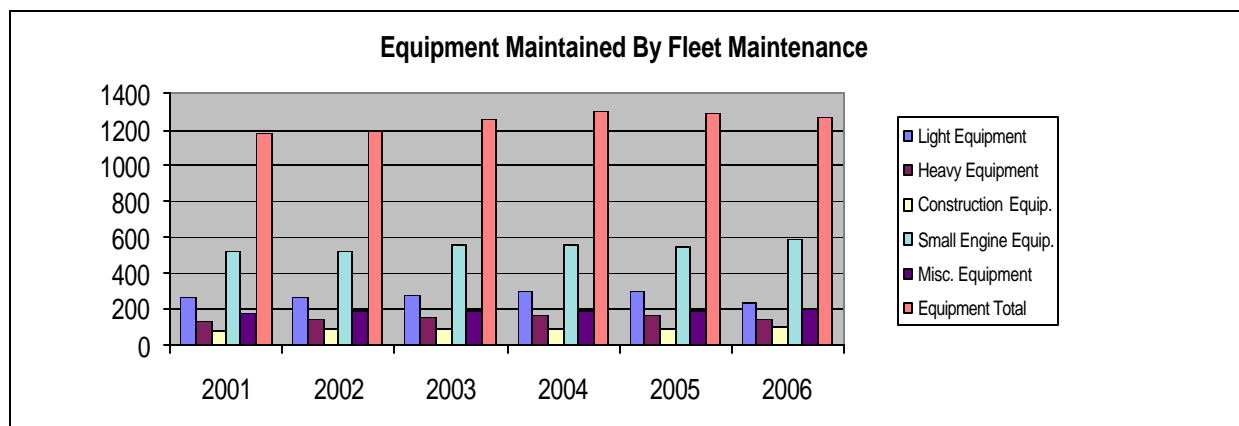
Programs within the Fleet Maintenance Division include: Repairing Vehicles and Equipment; Transit System support; Preventive Maintenance Program; Fleet Tire Support; State Safety and Emissions Inspections; New Vehicle and Equipment Acquisition; and City Fleet Fuel Operation.

### Accomplishments:

- ✍ Completed the rollout of FuelMaster import program to link with Faster Maintenance software.
- ✍ Implemented ASE mechanic certification program with two mechanics achieving Master Truck Mechanic certification with one mechanic also achieving Auto Mechanic certification.
- ✍ Reduced fleet downtime and overall maintenance costs.
- ✍ Continued to provide excellent maintenance and repairs services to a constantly increasing fleet inventory with no additional personnel.

### New Year Initiatives:

- ✍ Complete facilities upgrade on restrooms and administrative offices.
- ✍ Expand Preventive Maintenance programs to help with fuel efficiency i.e. tire rotation/air pressure, air filter checks and idling time reduction.
- ✍ Continue to reduce fleet downtime and overall maintenance costs.
- ✍ Implement ASE mechanic certification program.
- ✍ Continue with evaluation of MUNIS to replace existing Fleet Maintenance software.



# Public Works Department

## Fleet Maintenance

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	934,511	1,006,063	934,527	1,030,154
Current Operating	1,576,130	1,826,900	1,844,625	1,948,166
Fixed Charges & Services	97,781	123,100	119,300	126,150
Other Expenses	(2,151,503)	(2,512,600)	(2,527,600)	(2,654,900)
Capital Outlay	7,891	66,900	66,900	-
<b>Total</b>	<b>464,811</b>	<b>510,363</b>	<b>437,752</b>	<b>449,570</b>

### Budget Highlights:

- Amounts are included for purchase of gasoline for City vehicles and equipment.
- Funds are also included for purchase of natural gas.
- Contract line items include amounts for radiator, electrical, bodywork, towing and wrecker service, glass, upholstery, transmission and other repair services.
- Charges for Service reflect work performed by the Fleet Maintenance division and billed to other departments.

## Public Works Department

### Fleet Maintenance

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	717,780	722,792	699,197	755,090
412200 Wages-Overtime	3,965	11,000	5,800	8,000
412700 Wages-Longevity	19,876	19,306	21,411	22,987
418100 FICA-Employers Share	54,561	56,204	52,765	66,774
418200 Retirement	36,339	37,451	35,466	42,772
418201 Retirement-401K General	27,332	29,646	27,424	33,997
418300 Insurance-Hospital	69,377	88,594	86,439	88,589
418301 Insurance-Life	1,469	1,570	1,525	1,445
418600 Workers Compensation	1,302	37,000	2,000	8,000
431400 Travel Allowance	2,510	2,500	2,500	2,500
<b>Personal Services Total</b>	<b>934,511</b>	<b>1,006,063</b>	<b>934,527</b>	<b>1,030,154</b>
<b>Current Operating</b>				
421200 Uniforms	1,219	1,800	1,800	2,000
425100 Fuel	6,499	6,400	6,400	6,400
425104 Fuel-Gasoline	504,059	518,000	490,000	544,866
425200 Tires & Tubes	125,337	142,000	150,000	150,000
425300 Vehicle Parks	308,169	380,000	380,000	390,000
425500 Lubricants	39,586	44,000	44,000	46,200
425700 Antifreeze	-	4,800	4,800	4,800
425800 Cleaning Services	2,269	5,100	5,100	5,100
425900 Small Tools	4,496	8,000	6,500	8,000
426000 Office Supplies	1,841	2,000	2,000	2,000
429900 Supplies-Miscellaneous	24,496	28,800	30,000	30,000
429907 Supplies-Safety	171	500	300	300
431200 Travel-Conference/Schools	1,632	2,000	3,000	3,000
433000 Utilities	46,899	51,000	45,000	51,000
434100 Printing	127	600	300	300
435000 Repairs-Other	-	1,000	1,000	2,000
435100 Repairs-Building	8,062	12,500	15,000	15,000
435108 Repairs-Fuel Statin	2,776	3,500	3,500	4,500
435200 Repairs-Equipment	140	1,500	1,500	3,000
435202 Repairs-Radio	4,082	4,000	4,000	4,000
435300 Repairs-Vehicle	4,256	5,500	5,000	5,500
449000 Permits	-	2,500	1,925	2,700
449300 Subscriptions	67	1,400	1,000	1,000
495100 Purchases Of Inventory	12,811	50,000	50,000	50,000
495200 Inventory-Diesel Fuel	505,896	550,000	592,500	616,500
495600 Issues From Inventory	(28,760)	-	-	-
<b>Current Operating Total</b>	<b>1,576,130</b>	<b>1,826,900</b>	<b>1,844,625</b>	<b>1,948,166</b>

## Public Works Department

### Fleet Maintenance

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Fixed Charges &amp; Services</b>				
439400 Cleaning/Custodial Service	4,060	4,500	4,200	4,500
444000 Maint & Service Contract	49,301	65,000	65,000	68,250
444005 Contracts-Radiator	6,662	6,500	7,500	7,500
444006 Contracts-Body Work	14,174	18,500	13,500	15,000
444007 Contracts-Wrecker	6,910	8,500	7,500	8,500
444008 Contracts-Glass	7,653	9,000	9,500	10,000
444009 Contracts-Transmission	7,432	8,200	9,200	9,500
444027 Contracts-Internet Softwar	1,590	2,900	2,900	2,900
<b>Fixed Charges &amp; Services Total</b>	<b>97,781</b>	<b>123,100</b>	<b>119,300</b>	<b>126,150</b>
<b>Other Expenses</b>				
480000 Charge For Service	(2,151,503)	(2,050,000)	(2,065,000)	(2,172,000)
480001 Administrative Service Charge	-	(462,600)	(462,600)	(482,900)
<b>Other Expenses Total</b>	<b>(2,151,503)</b>	<b>(2,512,600)</b>	<b>(2,527,600)</b>	<b>(2,654,900)</b>
<b>Capital Outlay</b>				
555500 Other Equipment	5,966	16,900	16,900	-
558000 Buildings, Structures, Improvements	-	50,000	50,000	-
559500 Towers, Tanks, Wells	1,925	-	-	-
<b>Capital Outlay Total</b>	<b>7,891</b>	<b>66,900</b>	<b>66,900</b>	<b>-</b>
	<b>464,811</b>	<b>510,363</b>	<b>437,752</b>	<b>449,570</b>



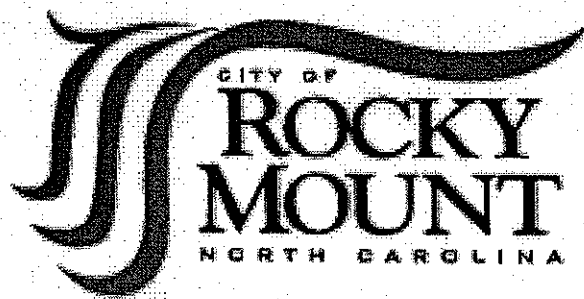
# Public Works Department

## Fleet Maintenance

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Fleet Maintenance Superintendent	23	1	1	1	
Equipment Repair Supervisor	18	2	2	2	
Lead Equipment Mechanic	15	1	1	1	
Transit System Mechanic	14	2	3	0	(3)
Equipment Mechanic II *	12	12	11	10	(1)
Parts Supervisor	12	1	1	1	
Welder	12	1	1	1	
Equipment Mechanic I	10	3	3	4	1
Parts Clerk	10	1	1	1	
Administrative Clerk	09	2	2	2	
Tire Repairer II	09	1	1	1	
Tire Repairer I	07	1	1	1	
Total		27	28	25	3

\*positions funded through Transit grants



# Public Works Department

## Environmental Services

The Environmental Services Division is charged with day-to-day activities of solid waste collection and disposal; and operation of the transfer station.

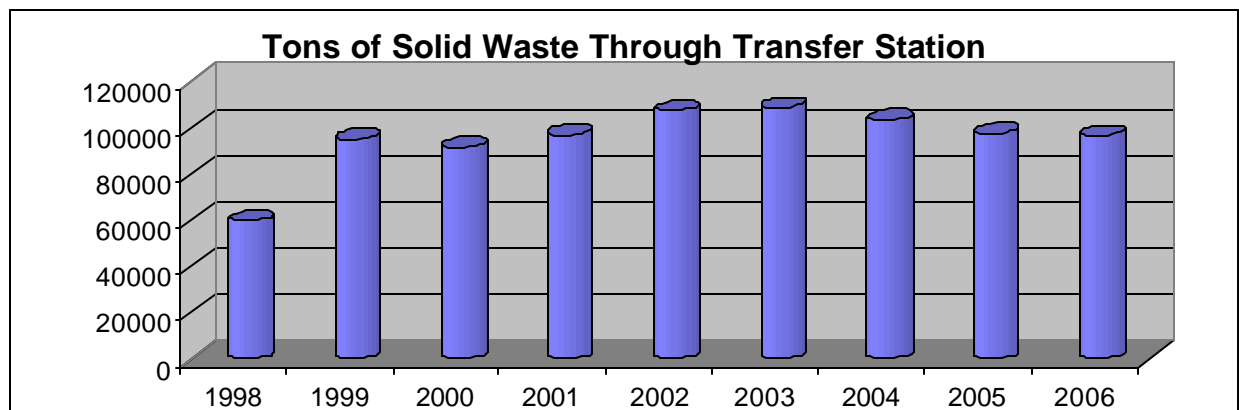
Programs within the Environmental Services Division include: Residential Garbage Collection; Residential Recycling Collection; Residential Yard Waste; Commercial Solid Waste Collection; and Operation of Transfer Station.

### Prior Year Accomplishments:

- ✍ Finalized Design to Replace Transfer Station tipping floor with long life iron topping material.
- ✍ Completed installation of off-site fueling facility that will result in decreased fuel costs for Transfer Station equipment.
- ✍ Initiated appropriate updates to current solid waste ordinance and policies
- ✍ Reviewed current frontloader route schedule and developed revised routes to reflect adjustment proposed July 1, 2007.
- ✍ Reviewed accuracy of utility billing of solid waste charges in preparation for possible conversion to MUNIS.

### FY 2007-2008 Initiatives:

- ✍ Continue efforts to reduce vehicle accidents through regularly scheduled safety meetings.
- ✍ Increase efficiency of the frontloader program by instituting route adjustments.
- ✍ Continue review of utility billing of solid waste charges in preparation for implementation of new billing system.
- ✍ Prepare for annexation of additional service areas by planning new routes.
- ✍ Review existing policies and ordinances



# Public Works Department

## Environmental Services

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	1,889,026	2,002,902	1,926,958	2,074,732
Current Operating	591,819	717,750	730,640	788,300
Fixed Charges & Services	2,700,760	3,149,780	3,024,120	3,124,120
Other Expenses	51,986	30,000	30,000	30,000
Capital Outlay	540,329	853,100	462,500	1,528,500
<b>Total</b>	<b>5,773,921</b>	<b>6,753,532</b>	<b>6,174,218</b>	<b>7,545,652</b>

### Budget Highlights:

- Amounts are included for standby and overtime costs of on-call personnel to respond after working hours to emergency requests, complaints and other services.
- Contract Waste Management reflects the cost of disposal of solid waste through our Transfer Station. Revenues are included to offset this cost and the operation of the Transfer Station.
- Capital outlay includes funding to replace the transfer station wear-slab floor and to purchase a tractor and sidersloaders.
- Funds are budgeted to equip select Solid Waste Vehicles with mobile GPS technology.

# Public Works Department

## Environmental Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	1,321,175	1,368,836	1,305,367	1,442,020
412200 Wages-Overtime	101,790	121,000	125,000	131,500
412300 Wages-Standby	4,591	4,300	4,600	4,750
412600 Wages-Part Time	13,595	3,000	-	1,000
412700 Wages-Longevity	44,961	48,603	54,432	46,925
418100 FICA-Employers Share	108,262	111,899	107,797	113,910
418200 Retirement	72,154	75,965	72,787	72,957
418201 Retirement-401K General	55,633	62,010	57,336	57,285
418300 Insurance-Hospital	149,543	189,269	183,354	190,825
418301 Insurance-Life	2,708	2,920	2,785	2,460
418600 Workers Compensation	3,546	5,000	5,000	5,000
431400 Travel Allowance	4,116	4,100	4,100	4,100
439300 Temporary Help Services	6,955	6,000	4,400	2,000
<b>Personal Services Total</b>	<b>1,889,026</b>	<b>2,002,902</b>	<b>1,926,958</b>	<b>2,074,732</b>
<b>Current Operating</b>				
421003 Chemicals/Sealants	178	300	280	300
421200 Uniforms	2,671	3,700	4,600	6,100
425100 Fuel	193,256	205,000	200,000	205,000
425200 Tires & Tubes	6,750	40,000	37,400	37,000
425900 Small Tools	409	1,000	500	1,000
426000 Office Supplies	2,758	2,650	2,500	2,600
427503 Roll Out Carts	-	60,000	59,000	102,000
429900 Supplies-Miscellaneous	6,000	4,500	4,500	4,000
429901 Supplies-Recycling Misc	11,312	21,500	20,500	19,500
429907 Supplies-Safety	1,791	2,350	2,400	2,500
431200 Travel-Conference/Schools	250	1,900	1,200	2,000
433000 Utilities	24,260	28,000	34,000	35,000
434100 Printing	901	1,000	1,000	5,000
435000 Repairs-Other	22,773	25,750	25,000	10,500
435100 Repairs-Building	2,811	4,000	4,000	4,000
435111 Repairs-Transfer Station	-	-	-	15,000
435200 Repairs-Equipment	95	100	100	100
435202 Repairs-Radio	15,616	17,400	17,400	18,000
435211 Repairs-Rollout Carts	-	-	-	13,000
435300 Repairs-Vehicle	5,348	8,600	9,200	6,100
435301 Reprs-Vehicle-Trans Statio	31,359	33,800	30,000	30,000
435302 Reprs-Vehicle-Rear Loader	172,733	185,000	178,000	31,000
435303 Reprs-Vehicle-Front Loader	47,758	52,000	52,000	48,000
435304 Reprs-Vehicle-Recycling	25,719	25,100	25,000	28,500
435305 Reprs-Graball	16,953	21,530	22,000	22,500
435306 Repairs-Sideloader	-	-	-	139,000
439100 Advertising	117	200	60	200
449100 Professional Dues	-	400	-	400
<b>Current Operating Total</b>	<b>591,819</b>	<b>745,780</b>	<b>730,640</b>	<b>788,300</b>

## Public Works Department

### Environmental Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Fixed Charges &amp; Services</b>				
439400 Cleaning/Custodial Service	7,600	9,000	9,000	9,000
444032 Contracts-Waste Management	2,422,479	2,797,630	2,700,000	2,800,000
476000 Lease Payments	-	4,900	4,900	4,900
476002 Lease Payments-Front Loader	93,604	122,950	122,950	122,950
476007 Lease Payments-Side Loader	85,915	143,000	143,000	143,000
476008 Lease Payments-Grab All Truck	60,920	30,470	30,470	30,470
476014 Lease Payments-Recycling Truc	30,242	-	-	-
476015 Lease Payments-Building	-	13,800	13,800	13,800
<b>Fixed Charges &amp; Services Total</b>	<b>2,700,760</b>	<b>3,121,750</b>	<b>3,024,120</b>	<b>3,124,120</b>
<b>Other Expenses</b>				
449200 Bad Debt Expense	51,986	30,000	30,000	30,000
<b>Other Expenses Total</b>	<b>51,986</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
<b>Capital Outlay</b>				
552400 GPS Equipment	-	-	-	10,000
552500 Radio Equipment	-	3,600	3,300	8,500
554000 Motor Vehicles	-	18,000	17,000	15,000
554003 Recycling Truck	-	-	-	105,000
554200 Heavy Motorized Equipment	343,288	359,000	350,000	-
554205 Front Loader	150,705	-	-	195,000
554208 Side Loader	-	-	-	600,000
554211 Rear Loader	-	-	-	190,000
555500 Other Equipment	39,893	12,500	12,500	30,000
555551 Tractor	-	85,000	79,700	-
558000 Buildings, Structures, Improvements	6,443	375,000	-	375,000
<b>Capital Outlay Total</b>	<b>540,329</b>	<b>853,100</b>	<b>462,500</b>	<b>1,528,500</b>
	<b>5,773,921</b>	<b>6,753,532</b>	<b>6,174,218</b>	<b>7,545,652</b>

# Public Works Department

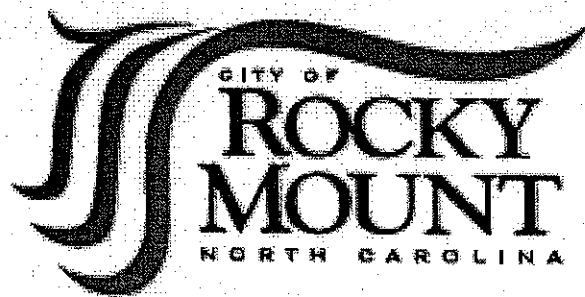
## Environmental Services

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Environmental Services Superintendent	23	1	1	1	
Refuse Services Supervisor	19	1	1	1	
Sanitation Route Coordinator	16	2	2	2	
Transfer Station Supervisor	14	1	1	1	
Lead San Equip Operator II	12	1	1	1	
Refuse Equipment Maintenance Coordinator	12	1	1	1	
Heavy Equipment Operator	11	1	1	1	
San Equip Operator II	10	4	4	3	(1)
Administrative Clerk	09	3	3	3	
San Equip Operator I	09	31	31	36	5
Maintenance Worker II	07	1	1	1	
Sanitation Worker	06	0	0	0	
Refuse Container Operator	06	0	0	1	1
<b>Total</b>		<b>47</b>	<b>47</b>	<b>52</b>	<b>5</b>

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
Side Loader (2)	R	\$400,000
Side Loader	N	\$200,000
Front Loader	R	\$195,000
Rear Loader	N	\$190,000
Recycling Truck	R	\$105,000





# P193Public Works Department

## Community Code Enforcement

The Community Code Enforcement Division mission is to promote safe and decent living conditions by assuring that houses are in compliance with minimum housing codes; securing abandoned structures; and demolishing dilapidated structures. The division is also responsible for promoting health and safety through vector and rodent control with eradication of harborage areas; abandoned and junked vehicle inspection and removal; and premises inspection for violations of refuse, trash and waste violations.

Programs include: Housing Code Enforcement; Relocation Assistance; Demolition of Substandard Structures; Community Assistance for Blighted Areas; Keep America Beautiful; Community Meetings; and Public Assistance.

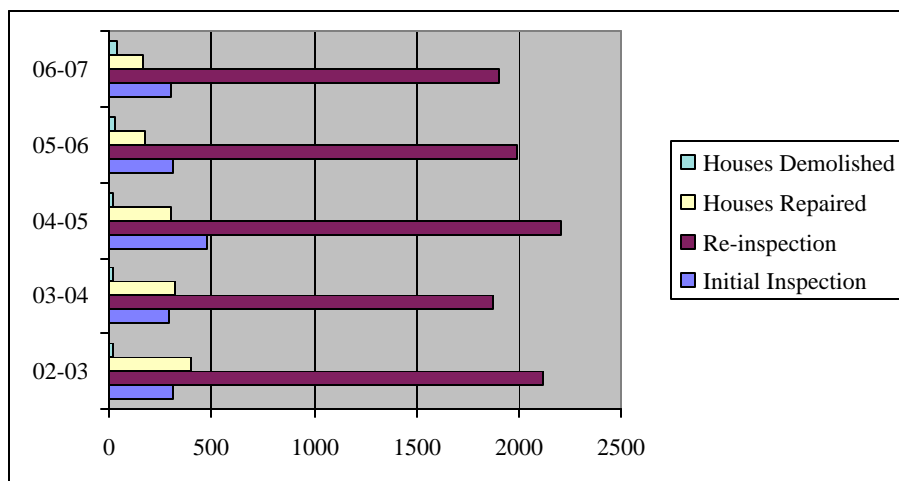
### Prior Year Accomplishments:

- ✍ Continued aggressive enforcement of Minimum Housing Code by boarding up vacant houses and demolishing dilapidated houses.
- ✍ Increased the number of dilapidated houses demolished by 6%.
- ✍ Utilized back-pack mosquito foggers to enable spraying of areas previously inaccessible with fogging equipment.
- ✍ Utilized mechanical larvicide distribution equipment allowing for greater efficiency in mosquito control.

### FY 2007-2008 Initiatives:

- ✍ Developed a program to help citizens become more aware of their part in the abatement of mosquitoes, thereby reducing the mosquito population and reducing costs related to mosquito activity.
- ✍ Deploy laptop computers in vehicles capable of remote access to increase the amount of time inspectors can spend in the field.
- ✍ Acquire and deploy additional GIS/GPS enabled mosquito fogger a more accurate distribution of chemical and more accurately track areas/frequency fogged.
- ✍ Initiate block by block inspections of Minimum Housing Code in High Priority Areas.

### CODE ENFORCEMENT WORK INDICES



# Public Works Department

## Community Code

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	422,536	448,170	432,360	469,840
Current Operating	277,962	387,460	359,914	264,650
Fixed Charges & Services	72,307	64,000	68,000	70,000
Capital Outlay	42,348	29,000	25,300	34,000
<b>Total</b>	<b>815,153</b>	<b>932,530</b>	<b>885,574</b>	<b>838,490</b>

### Budget Highlights:

- Part-time Wages are included for summer personnel to perform mosquito control, miscellaneous clean-up and night mosquito fogging services.
- Chemicals/Sealant covers mosquito and rodent control pesticides.
- Repairs Equipment includes costs for repairs to mosquito fogging equipment.
- Funds are included for cutting and/or cleaning of properties in violation of weed, refuse, trash and nuisance ordinances. Costs are billed to property owners
- Funds budgeted for Keep America Beautiful (KAB) program and special events including Clean Sweep and Big Sweep. Contributions from Nash and Edgecombe County will offset cost of program.

# Public Works Department

## Community Code

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	324,820	334,094	323,232	342,508
412200 Wages-Overtime	-	1,000	1,000	7,500
412600 Wages-Part Time	5,359	9,000	8,000	9,000
412700 Wages-Longevity	10,001	10,000	9,446	9,624
418100 FICA-Employers Share	24,761	24,517	24,442	26,937
418200 Retirement	16,406	16,862	16,331	17,254
418201 Retirement-401K General	12,617	13,764	12,976	13,526
418300 Insurance-Hospital	27,924	36,243	36,243	40,891
418301 Insurance-Life	647	690	690	600
418600 Workers Compensation	-	2,600	-	2,000
<b>Personal Services Total</b>	<b>422,536</b>	<b>448,770</b>	<b>432,360</b>	<b>469,840</b>
<b>Current Operating</b>				
421003 Chemicals/Sealants	40,072	22,100	10,000	15,000
421200 Uniforms	1,191	1,300	1,000	1,500
425100 Fuel	8,558	9,900	10,000	9,000
425900 Small Tools	1,516	4,500	1,000	1,000
426000 Office Supplies	4,604	5,000	5,000	5,000
429900 Supplies-Miscellaneous	316	300	300	300
429912 KAB Miscellaneous Expense	2,897	6,000	3,000	3,000
431100 Travel-Mileage Reimburseme	391	100	100	100
431101 Travel Reimbursement-KAB	2,810	3,200	3,200	3,200
431200 Travel-Conference/Schools	2,598	2,600	1,900	2,600
432100 Telephone	-	200	-	6,000
434100 Printing	199	400	200	200
434102 KAB Printing	-	300	300	300
435100 Repairs-Building	194,558	-	-	-
435200 Repairs-Equipment	200	200	200	200
435202 Repairs-Radio	3,730	4,760	4,000	5,700
435300 Repairs-Vehicle	4,944	5,400	5,000	5,000
439100 Advertising	8,908	8,500	6,000	6,000
449100 Professional Dues	120	300	180	200
449106 KAB Professional Dues	350	400	350	350
469009 Demolition	-	201,800	200,000	200,000
469051 Demolition-Commercial	-	108,400	108,184	-
<b>Current Operating Total</b>	<b>277,962</b>	<b>385,660</b>	<b>359,914</b>	<b>264,650</b>
<b>Fixed Charges &amp; Services</b>				
444031 Contracts-Weed Control	72,307	72,000	68,000	70,000
<b>Fixed Charges &amp; Services Total</b>	<b>72,307</b>	<b>72,000</b>	<b>68,000</b>	<b>70,000</b>
<b>Capital Outlay</b>				
552500 Radio Equipment	-	-	-	1,500
554000 Motor Vehicles	42,348	26,100	25,300	15,000
555000 Office Equipment	-	-	-	3,000
555500 Other Equipment	-	-	-	14,500
<b>Capital Outlay Total</b>	<b>42,348</b>	<b>26,100</b>	<b>25,300</b>	<b>34,000</b>
	<b>815,153</b>	<b>932,530</b>	<b>885,574</b>	<b>838,490</b>

# Public Works Department

## Community Code Enforcement

### Staffing Table

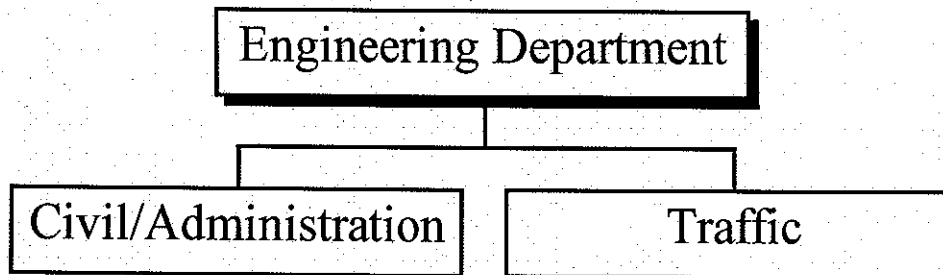
	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Community Code Supervisor	19	1	1	1	
Keep America Beautiful Coordinator	18	1	1	1	
Community Code Inspector	12	5	5	6	1
Vector Control Inspector	12	1	1	1	
Administrative Secretary	10	1	1	1	
Administrative Clerk	9	0	0	1	1
Vector Control Worker	08	1	1	1	
<b>Total</b>		<b>10</b>	<b>10</b>	<b>12</b>	<b>2</b>

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
GPS Enabled Mosquito Fogger	New	\$35,000

# Engineering Department

The mission of the Engineering Department is to plan and direct public and private infrastructure improvements in the City insuring future capacity, economical maintenance, safety, and quality work.



## Performance Indicators:

Indicator	Actual 2005-06	Budget 2006-07	Projected 2006-07	Goal 2007-08
1. Number of Plans reviewed	115		136	150
2. Value of Capital Projects designed and/or administered	\$1.2 Million	\$2.0 Million	\$2.76 Million	\$2.0 Million
3. Acres of Disturbed Area for Sediment and Erosion Control Permits	N/A	32	117.9	140
4. Number of Water Permits reviewed and processed	20	20	23	25
5. Number of Sewer Permits reviewed and processed	25	25	26	28
6. Number of projects surveyed, staked, and/or legal descriptions for other departments	42	42	50	55
7. Miles of new street accepted	5	9.5	5	6
8. Miles of new sewer accepted	5	7	6	7
9. Miles of new water line accepted	2	3	10	5
10. Number of Petitions processed	5	7	4	7
11. Number of Signs fabricated, installed, replaced, or repaired	2,300	2,500	2,900	2,700
12. Number of Signals maintained	130	132	132	132
13. Number of Sight Distance Obstruction Investigations	90	90	88	90
14. Number of Driveway Permits processed	N/A	36	40	40
15. Number of Encroachment Agreements processes	N/A	24	27	27
16. Linear feet of new sidewalk constructed	6,300	5,800	5,700	7,000

# Engineering Department

## Budget Overview

The Engineering Department is 2.35% of the total General Fund Budget and .6% of the total City Budget. The Engineering Department has 21 employees, which represent 2.58% of the total city workforce.

<b>Expenditures by Division</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Administration	425,489	533,516	474,359	542,307
Traffic	587,104	647,527	604,685	642,141
<b>Total</b>	<b>1,012,593</b>	<b>1,181,043</b>	<b>1,079,044</b>	<b>1,184,448</b>

<b>Positions by Division</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2007-08 Proposed</b>	<b>Difference</b>
Administration	14	13	13	
Traffic	8	8	8	
<b>Total</b>	<b>22</b>	<b>21</b>	<b>21</b>	

# Engineering Department

## Administration/Civil

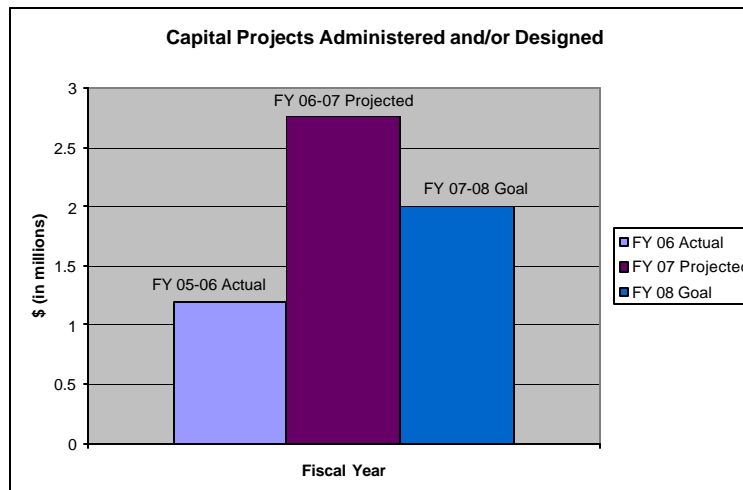
Programs within the Civil/Administration Division include: Permit Processing (Water & Sewer Main Extensions, Soil Erosion); Construction Design & Contract Administration; Water & Sewer Policy Administration; Soil Erosion Ordinance Administration; Infrastructure Records Management; Street Resurfacing; and Development Plan Review & Inspection.

### Prior Year Accomplishments:

- ✍ Division A1 (Hunter Hill/Green Hills Rd/Old Battleboro Rd) Water Main Extension
- ✍ Division B1 (Springfield Rd) Water Main Extension
- ✍ Contract I – Multi-Station Upgrade (J.P. Taylor outfall and pump station decommissioning)
- ✍ Contract II – Multi-Station Upgrade (Legget Rd outfall and pump station, Scott St pump station)
- ✍ Spring St utility improvements and roadway widening/paving
- ✍ Vivrette Ave Phase 2 sewer improvements and Adamsville Ct water and sewer improvements
- ✍ Carr St utility improvements/roadway widening/paving
- ✍ Creation and implementation of new City drainage design manual
- ✍ Creation and implementation of new City standard specifications
- ✍ Creation and implementation of new City construction plan standards
- ✍ Creation and implementation of new formalized water, sewer, stormwater, and roadway acceptance process between the City and developer
- ✍ 18 Engineering Reports for proposed Annexation Study Areas, including legal descriptions, analysis of existing service, and cost analysis for proposed water and sewer service

### FY 2007-2008 Initiatives:

- ✍ Planning and Design of annexation utility extensions
- ✍ Boundary survey by City for proposed City Limits using high-accuracy GPS survey unit
- ✍ Finalize design and award of bid for Long Branch Drainage Study improvements
- ✍ Gainor Ave/Denzel Ave Water Main improvements
- ✍ Finalize and implement City's drafting design standards for all City designed engineering projects
- ✍ Finalize and implement revisions to LDC to clarify requirements and assist developers
- ✍ Creation of new City Map for City and public use
- ✍ Creation and implementation of new map making procedures to assist public in attaining information



# Engineering Department

## Administration

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	695,523	773,874	715,339	775,307
Current Operating	45,221	69,400	68,800	66,300
Fixed Charges & Services	14,267	15,000	15,000	8,400
Other Expenses	(355,400)	(341,500)	(341,500)	(361,700)
Capital Outlay	25,878	16,720	16,720	54,000
<b>Total</b>	<b>425,489</b>	<b>533,516</b>	<b>474,359</b>	<b>542,307</b>

### Budget Highlights:

- Training funds reflect needs for training on new stormwater regulations as well as need for inspections staff to acquire certifications in water distribution and sewer collection.
- Department staff will continue to integrate access program to track construction and inspections of new streets, water and sewer lines through Munis permitting module.
- Additional training funds for CADD and GIS to maximize efficiency, accuracy, and capability of Capital Project plans as department takes on larger design role.
- GIS unit to be purchased to significantly reduce cost of obtaining City Limit Boundary Survey and to facilitate improved accuracy of existing and proposed utility, roadway, and property improvements within the City.



# Engineering

## Administration

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	496,298	569,904	522,928	577,941
412200 Wages-Overtime	6,029	9,100	9,100	8,500
412300 Wages-Standby	7,643	7,680	7,680	7,680
412600 Wages-Part Time	28,738	5,200	5,200	5,200
412700 Wages-Longevity	14,637	15,390	14,745	12,370
418100 FICA-Employers Share	40,708	43,795	39,155	45,159
418200 Retirement	25,706	28,692	26,947	28,926
418201 Retirement-401K General	19,868	18,944	17,255	21,671
418300 Insurance-Hospital	33,676	48,324	44,869	52,360
418301 Insurance-Life	973	1,190	1,090	990
418600 Workers Compensation	5,966	7,000	7,000	7,000
418902 Fringe Benefit-Recruitment	1,505	-	-	-
418903 Fringe Benefit-Relocation	-	5,430	5,430	-
419800 Consultant	5,000	5,855	6,570	-
431400 Travel Allowance	5,638	7,300	7,300	7,300
431600 Cellular Telephone Allowance	-	70	70	210
439300 Temporary Help Services	3,138	-	-	-
<b>Personal Services Total</b>	<b>695,523</b>	<b>773,874</b>	<b>715,339</b>	<b>775,307</b>
<b>Current Operating</b>				
421200 Uniforms	580	1,200	1,200	1,200
425100 Fuel	4,744	5,000	5,000	6,200
426000 Office Supplies	3,817	3,500	3,500	4,000
426001 Computer Software	6,634	8,400	8,400	9,000
429900 Supplies-Miscellaneous	3,219	4,800	4,800	2,500
429902 Supplies-Drafting	3,805	7,000	7,000	8,000
429907 Supplies-Safety	41	100	100	100
431100 Travel-Mileage Reimbursement	868	1,000	1,000	1,000
431200 Travel-Conference/Schools	1,403	11,000	11,000	7,500
432100 Telephone	12,373	14,600	14,500	15,300
434100 Printing	1,331	2,000	2,000	2,000
435000 Repairs-Other	-	500	500	500
435100 Repairs-Building	117	500	500	500
435202 Repairs-Radio	3,598	4,700	4,700	3,900
435300 Repairs-Vehicle	2,382	4,000	3,500	3,500
449100 Professional Dues	276	700	700	700
449300 Subscriptions	34	400	400	400
<b>Current Operating Total</b>	<b>45,221</b>	<b>69,400</b>	<b>68,800</b>	<b>66,300</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	11,557	12,000	12,000	8,400
444010 Contracts-Bridge Inspectio	2,710	3,022	3,000	-
<b>Fixed Charges &amp; Services Total</b>	<b>14,267</b>	<b>15,022</b>	<b>15,000</b>	<b>8,400</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	(355,400)	(341,500)	(341,500)	(361,700)
<b>Other Expenses Total</b>	<b>(355,400)</b>	<b>(341,500)</b>	<b>(341,500)</b>	<b>(361,700)</b>

## Engineering

### Administration

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Capital Outlay</b>				
551000 Office Furniture	-	16,720	16,720	-
554000 Motor Vehicles	19,226	-	-	23,000
555500 Other Equipment	6,652	-	-	31,000
<b>Capital Outlay Total</b>	<b>25,878</b>	<b>16,720</b>	<b>16,720</b>	<b>54,000</b>
	<b>425,489</b>	<b>533,516</b>	<b>474,359</b>	<b>542,307</b>

# Engineering Department

## Administration

### Staffing Table

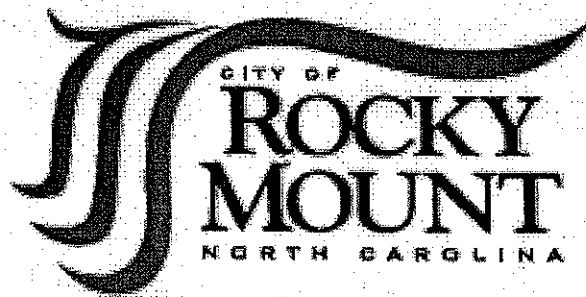
	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Director of Engineering	27	1	1	1	
Assistant City Engineer	24	1	1	1	
Civil Engineer I	***	1	0	0	
CADD Technician	16	2	2	3	1
Construction Inspector II	16	2	2	2	
GIS Technician	16	1	1	1	
Survey Party Chief	16	1	1	1	
Construction Inspector I	14	1	1	1	
Department Secretary	12	1	1	1	
Engineering Technician	12	1	1	0	(1)
Survey Party Technician	12	1	1	1	
Survey Party Worker	09	1	1	1	
<b>Total</b>		<b>14</b>	<b>13</b>	<b>13</b>	

### Capital Outlay

Category/Description

New/Replacement

Amount



# Engineering Department

## Traffic Division

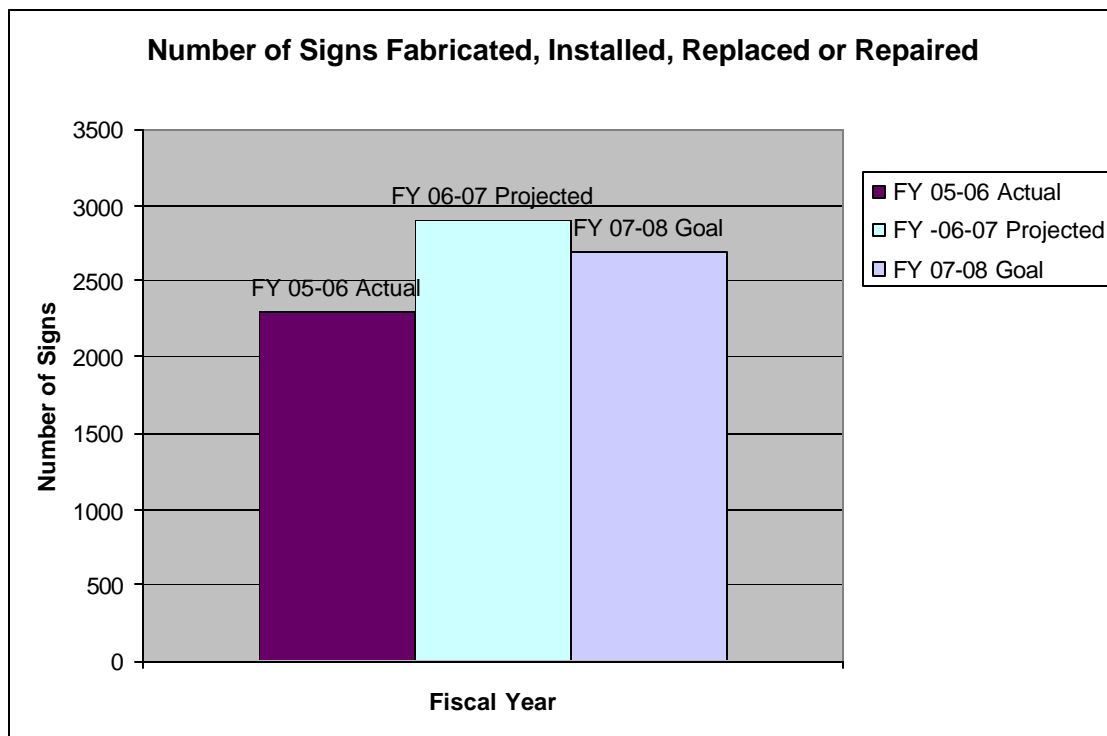
Programs within the Traffic Division include: Traffic Signal Operations; Traffic Signs & Pavement Markings; Corridor & Intersection Studies; Traffic Counts; Design Services; and Transportation Planning.

### Prior Year Accomplishments:

- ✍ Upgrade of CCTV Camera System as part of the City's Closed Loop Signal System
- ✍ Installation of wireless traffic signal communication equipment at the intersection of Jeffreys Rd and Sutters Creek Blvd
- ✍ Installation of two (2) additional CCTV cameras as part of the City's Closed Loop Signal System
- ✍ Completed Bicycle Plan for the City of Rocky Mount
- ✍ Initiated update of Rocky Mount Urban Area MPO's Transportation Model
- ✍ Contracted out the construction of new sidewalk
- ✍ Prepared preliminary design of realignment of Fountain School Rd
- ✍ Update of street standards
- ✍ Initiated work on projects associated with Traffic Separation Study

### FY 2007-2008 Initiatives:

- ✍ Complete signal inventory database using SignalView software
- ✍ Complete interactive traffic count map and post of the City's website
- ✍ Complete update of Rocky Mount Urban Area MPO's Transportation Model
- ✍ Design and construct realignment of Fountain School Rd
- ✍ Work with City staff and consultants to develop plans for the Downtown Urban Streetscape Project
- ✍ Continue new sidewalk construction
- ✍ Continue to update signal system timing plans along key corridors and perform before/after travel time studies to document results
- ✍ Complete GIS based Traffic Ordinance Map
- ✍ Continue work on projects scheduled with the Traffic Separation Study



# Engineering Department

## Traffic

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	421,786	459,549	421,635	418,701
Current Operating	353,789	401,000	396,050	451,840
Fixed Charges & Services	150,437	199,700	199,700	199,700
Other Expenses	(433,600)	(421,700)	(421,700)	(428,100)
Capital Outlay	94,692	9,000	9,000	-
<b>Total</b>	<b>587,104</b>	<b>647,527</b>	<b>604,685</b>	<b>642,141</b>

### Budget Highlights:

# Engineering

## Traffic

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	388,350	433,938	400,595	449,606
412200 Wages-Overtime	16,038	16,800	16,800	15,800
412300 Wages-Standby	7,152	7,000	7,000	7,000
412600 Wages-Part Time	18,341	27,000	27,000	27,000
412700 Wages-Longevity	13,253	11,487	11,965	9,234
418100 FICA-Employers Share	32,533	32,871	33,315	35,102
418200 Retirement	20,812	21,954	21,121	22,484
418201 Retirement-401K General	16,459	17,922	16,018	17,985
418300 Insurance-Hospital	30,778	40,270	37,404	44,300
418301 Insurance-Life	785	662	842	770
418600 Workers Compensation	458	-	-	-
418902 Fringe Benefit-Recruitment	500	-	-	-
419800 Consultant	3,488	4,000	4,000	-
419900 Grant Wage Reimbursement	(128,844)	(157,500)	(157,500)	(213,900)
431400 Travel Allowance	1,684	2,900	2,900	2,900
431600 Cellular Telephone Allowance	-	245	175	420
<b>Personal Services Total</b>	<b>421,786</b>	<b>459,549</b>	<b>421,635</b>	<b>418,701</b>
<b>Current Operating</b>				
421001 Signs	83,619	51,400	50,000	56,000
421002 Signals	37,470	81,510	81,700	63,000
421004 Street Markings	12,559	16,600	16,600	15,000
421200 Uniforms	688	2,790	1,800	2,700
425100 Fuel	7,125	7,500	7,500	7,500
425900 Small Tools	1,416	2,000	2,000	2,000
426001 Computer Software	3,140	4,500	4,500	4,500
429900 Supplies-Miscellaneous	1,819	2,200	2,200	2,000
429907 Supplies-Safety	183	1,500	1,500	1,500
431100 Travel-Mileage Reimbursement	472	1,200	650	800
431200 Travel-Conference/Schools	5,402	6,000	6,000	6,000
433007 Utilities-Signals	9,038	9,000	9,000	9,000
434100 Printing	707	1,178	1,000	1,000
435000 Repairs-Other	500	500	500	500
435100 Repairs-Building	1,461	2,500	2,500	1,500
435200 Repairs-Equipment	8,854	-	-	-
435202 Repairs-Radio	2,817	3,500	3,500	3,300
435300 Repairs-Vehicle	8,219	9,000	7,000	7,000
449100 Professional Dues	909	900	900	1,000
449300 Subscriptions	30	200	200	200
469080 PWP Expenditures	159,777	197,000	197,000	267,340
469500 Grant Match	7,584	-	-	-
<b>Current Operating Total</b>	<b>353,789</b>	<b>400,978</b>	<b>396,050</b>	<b>451,840</b>
<b>Fixed Charges &amp; Services</b>				
444051 Contracts-Environmental	150,437	-	-	-
444057 Contract-RR Crossing Maint	-	14,000	14,000	14,000
444058 Contracts-Safelight	-	159,500	159,500	159,500
476000 Lease Payments	-	26,200	26,200	26,200
<b>Fixed Charges &amp; Services Total</b>	<b>150,437</b>	<b>199,700</b>	<b>199,700</b>	<b>199,700</b>

## Engineering

### Traffic

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Other Expenses</b>				
480000 Administrative Service Charge	(433,600)	(421,700)	(421,700)	(428,100)
<b>Other Expenses Total</b>	<b>(433,600)</b>	<b>(421,700)</b>	<b>(421,700)</b>	<b>(428,100)</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	75,000	-	-	-
555500 Other Equipment	19,692	9,000	9,000	-
<b>Capital Outlay Total</b>	<b>94,692</b>	<b>9,000</b>	<b>9,000</b>	<b>-</b>
	<b>587,104</b>	<b>647,527</b>	<b>604,685</b>	<b>642,141</b>



# Engineering Department

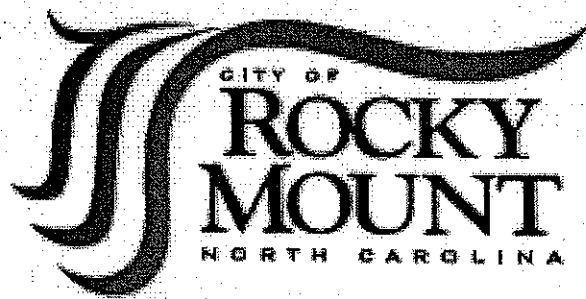
## Traffic

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Assistant City Engineer	24	1	1	1	
Traffic Engineer	23	0	0	0	
Signal System Operator	18	1	1	0	(1)
Senior Signal System Operator	19	0	0	1	1
Senior Transportation Planner	18	1	1	1	
Traffic Signal Supervisor	16	1	1	1	
Transportation Planner	16	0	0	0	
Traffic Services Supervisor	14	1	1	1	
Traffic Signal Technician	14	2	2	2	
Senior Traffic Signal Technician	15	0	0	1	1
Senior Traffic Engineering Aide	14	1	1	0	(1)
<b>Total</b>		<b>8</b>	<b>8</b>	<b>8</b>	

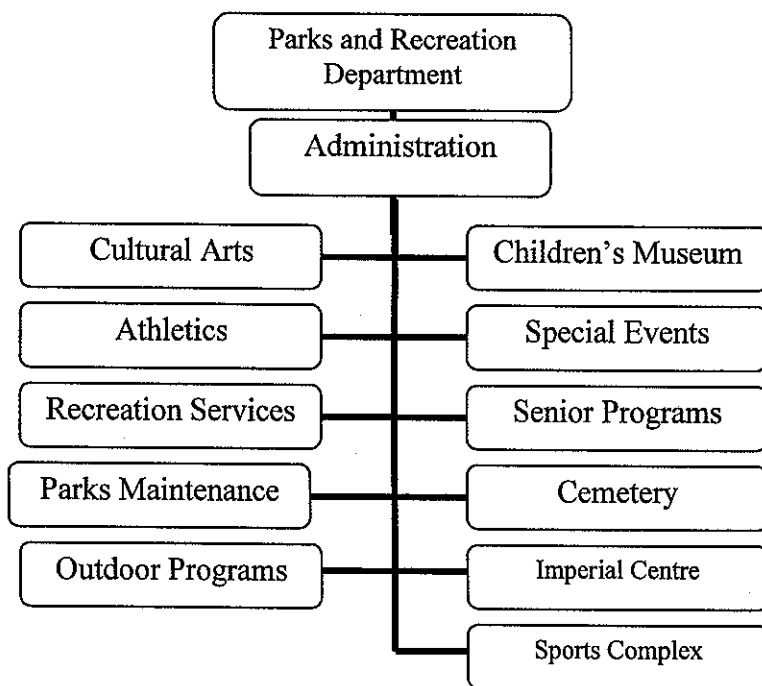
### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Parks & Recreation Department

The mission of the Parks & Recreation Department is: to enhance the quality of life for all citizens of Rocky Mount by providing a comprehensive selection of athletic, leisure and cultural opportunities, programs and experiences; to encourage participation and involvement in leisure opportunities, programs, and experiences with aggressive outreach and marketing; and to provide facilities that are well designed and maintained, accessible and staffed.



## Performance Indicators:

Indicator	Actual 2005-06	Budget 2006-07	Projected 2006-07	Goal 2007-08
1. Adult Basketball Participants	210	300	252	300
2. Youth Baseball Participants	360	400	338	400
3. Adults Softball Participants	550	600	480	600
4. Youth Basketball Participants	250	325	232	300
5. Flag and Tackle Football Participants	200	225	220	225
6. Volleyball Participants(Youth & Adult)	85	150	80	150
7. Participation in Arts Center Programs	90,000	150,000	150,000	155,000
8. Participants in Recreation Services Programs	70,652	71,000	57,000	59,300
9. Number of Parks Maintained	47	49	50	50
10. Special Museum Events	35	40	26	45
11. Traveling Exhibits housed at Children's Museum	2	2	2	2
12. Special Events Attendance	23,200	48,200	48,200	50,000
13. Special Olympics Participants Hours	32,570	33,500	N/A	N/A
14. Cemetery Revenue	150,000	\$160,000	\$170,000	\$175,000
15. Senior Program Participation	12,750	12,800	15,346	25,850
16. Outdoor Program Participants	N/A	265	402	405
17. Tournaments booked at Sports Complex	1	10	15	32

# Parks & Recreation Department

## Budget Overview

The Parks and Recreation Department is 16.36% of the General Fund and 4.17% of the total Operating Budget of the City of Rocky Mount. The 69 employees of the department represent 7.42% of the employees in the City.

Expenditures by Division	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Administration	330,779	341,986	316,428	323,778
Special Events	129,202	125,163	121,716	123,425
Athletics	467,701	491,780	464,616	459,706
Neighborhood Programs	512,467	523,682	509,831	547,163
Senior Programs	281,269	1,069,879	1,067,426	565,012
Cemetery	354,219	405,271	380,959	403,600
Outdoor Programs	233,840	236,281	235,290	233,380
Parks Maintenance	1,538,402	1,546,656	1,474,017	1,643,054
Museum	433,911	443,647	419,403	493,773
Cultural Arts	1,349,914	703,505	676,949	687,713
Sports Complex	1,097,560	1,419,216	1,424,942	1,392,241
Imperial Centre Buildings	303,820	1,419,198	1,466,749	1,368,331
<b>Total</b>	<b>7,033,085</b>	<b>8,726,264</b>	<b>8,558,326</b>	<b>8,241,176</b>

Positions by Division	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Administration	4	4	4	
Athletics	4	4	4	
Cemetery	8	8	8	
Cultural Arts Center	9	7	7	
Imperial Centre Services	0	2	2	
Museum	6	6	6	
Neighborhood Recreation Services	5.5	6	6	
Outdoor Recreation Services	1	1	1	
Parks Maintenance	24	26	26	
Special Programs	1	1	1	
Senior Recreation Services	3.5	3	3	
Sports Complex	1	1	1	
<b>Total</b>	<b>67</b>	<b>69</b>	<b>69</b>	

# Parks & Recreation Department

## Administration

The Administration Division is responsible for long range planning, supervision of Capital Projects and overseeing the operations of all Parks and Recreation Divisions and Facilities.

Programs within the Administration Division include: Supervision of Parks Maintenance & Recreation Operations; Long Range Planning; Capital Improvements Planning; Budget Preparation & Monitoring; Personnel Management; Grant Preparation & Monitoring; and Public Relations.

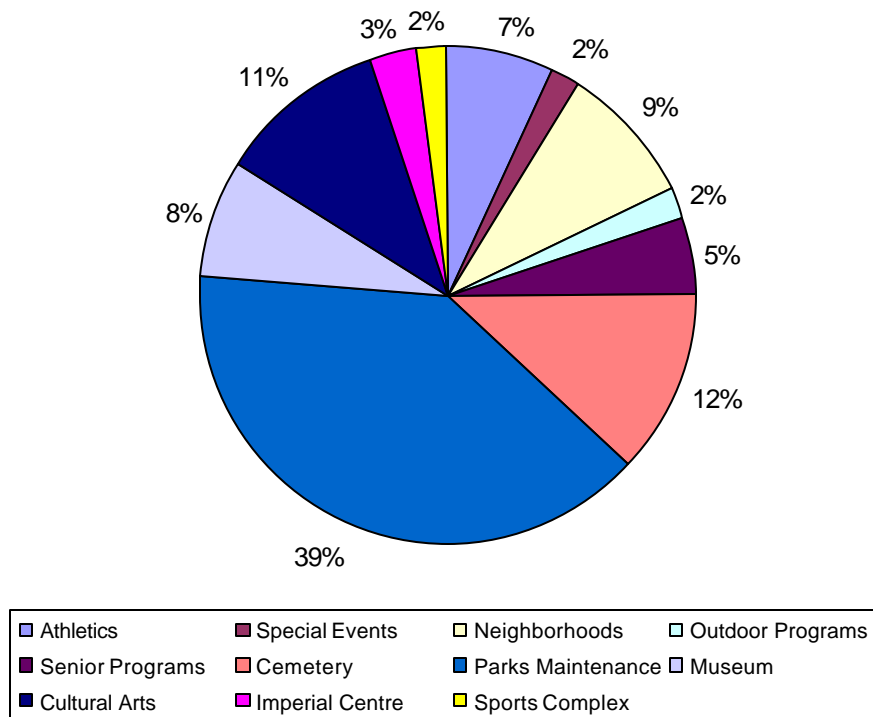
### Prior Year Accomplishments:

- ✍ Continued recruitment of donors for the Imperial Centre and Sports Complex
- ✍ Obtained \$850,000 grant support for current park projects
- ✍ Opened Sports Complex
- ✍ Initiated negotiations with the State for recognition of BTW as an Historic Site

### FY 2007-2008 Initiatives:

- ✍ Expand programming in all divisions
- ✍ Develop an easily accessible, system-wide participant database for staff
- ✍ Research effectiveness of TAB and research other marketing avenues
- ✍ Develop work teams to help with process consistency within department
- ✍ Overall evaluation of each division and its future goals

## Parks Personnel by Division



# **Parks & Recreation Department**

## **Administration**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	279,322	282,466	260,578	267,678
Current Operating	51,457	52,100	55,850	56,100
<b>Total</b>	<b>330,779</b>	<b>341,986</b>	<b>316,428</b>	<b>323,778</b>

### **Budget Highlights:**

- Conferences and Schools cover professional training and staff development, such as North Carolina Parks and Recreation Society and North Carolina Parks and Recreation Municipal and County Directors Meeting.
- Printing covers the cost of producing newspaper inserts and other brochures advertising Parks and Recreation services.
- Part time wages covers cost of a Parks & Recreation staff to assist with special projects.

## Parks & Recreation Department

### Administration

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	201,525	156,989	153,685	203,919
412200 Wages-Overtime	2,385	1,800	2,000	2,000
412600 Wages-Part Time	7,654	53,151	44,000	1,150
412700 Wages-Longevity	11,694	9,076	10,136	1,331
418100 FICA-Employers Share	16,995	17,046	17,110	15,703
418200 Retirement	10,564	10,735	8,088	10,058
418201 Retirement-401K General	8,157	8,762	4,341	8,157
418300 Insurance-Hospital	11,741	14,108	12,418	16,109
418301 Insurance-Life	390	450	300	350
431400 Travel Allowance	8,217	7,420	5,500	8,670
431500 Housing Allowance	-	3,000	3,000	231
431600 Cellular Telephone Allowance	-	34	-	-
<b>Personal Services Total</b>	<b>279,322</b>	<b>282,571</b>	<b>260,578</b>	<b>267,678</b>
<b>Current Operating</b>				
423204 Program Supplies-Training	244	300	300	300
426000 Office Supplies	1,749	2,000	2,000	2,000
429900 Supplies-Miscellaneous	889	1,000	1,000	1,000
431200 Travel-Conference/Schools	4,137	3,849	3,600	3,000
432100 Telephone	32,594	39,500	36,000	36,000
434100 Printing	11,002	11,400	12,000	12,500
435200 Repairs-Equipment	7	100	100	100
439500 Training	-	200	-	100
449100 Professional Dues	835	900	850	900
449300 Subscriptions	-	166	-	200
<b>Current Operating Total</b>	<b>51,457</b>	<b>59,415</b>	<b>55,850</b>	<b>56,100</b>
	<b>330,779</b>	<b>341,986</b>	<b>316,428</b>	<b>323,778</b>

# Parks & Recreation Department

## Administration

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Director of Parks & Recreation	26	1	1	1	
Recreation Superintendent	23	1	1	1	
Department Secretary	12	1	1	1	
Administrative Clerk	09	1	1	1	
<b>Total</b>		<b>4</b>	<b>4</b>	<b>4</b>	

### Capital Outlay

#### Category/Description

#### New/Replacement

#### Amount



# Parks & Recreation Department

## Athletics

The Athletics Division organizes, coordinates, implements and monitors various sports activities for participants of all ages in the City of Rocky Mount.

Programs within the Athletics Division include: Youth Basketball; Adult Basketball; Youth Baseball; Adult Softball; Girls Softball; Tackle and Flag Football; Cheerleading; and Special Athletic Events.

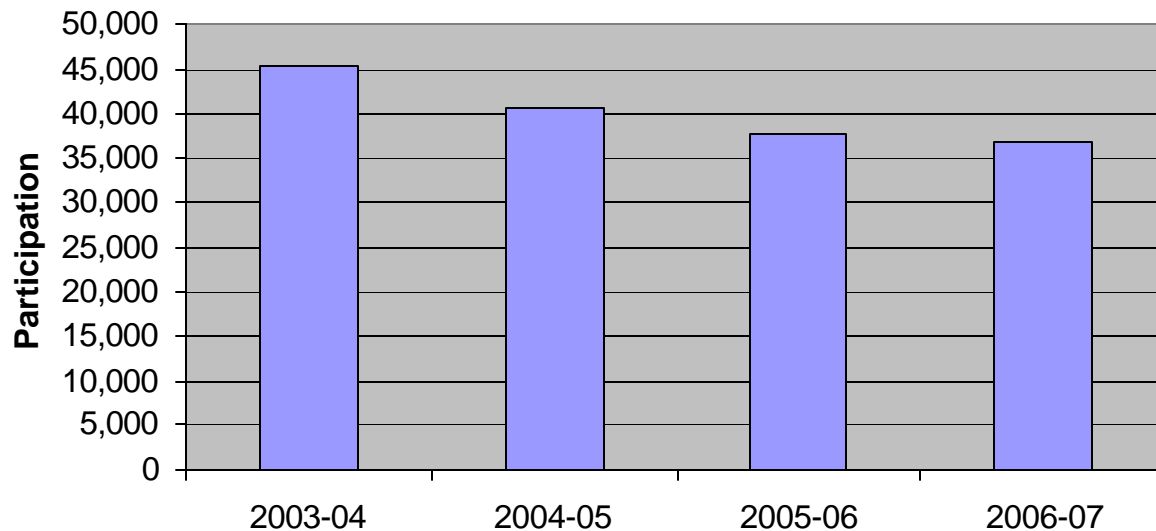
### Prior Year Accomplishments:

- ✍ Created new marketing plan for Baseball/Softball registration
- ✍ Offered Slow Pitch Girls' Softball Instructional League
- ✍ Converted Rookie Tackler Football League to Standard Youth Football Rules
- ✍ Added Enfield and North Edgecombe Rookie League teams to ENC Football League
- ✍ Implemented Girls' Basketball Skills Clinic
- ✍ Offered first time Soccer Camp

### FY 2007-2008 Initiatives:

- ✍ Increase participation in both Youth Baseball and Softball leagues
- ✍ Facilitate relationships with other Cities in order to develop additional Youth Tackle Football teams
- ✍ Initiate Soccer Program discussions with area organizations and interest groups
- ✍ Increase participation in Adult Sport Leagues

## Athletics



# **Parks & Recreation Department**

## **Athletics**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	384,822	376,155	369,806	373,996
Current Operating	81,264	93,425	92,610	83,510
Fixed Charges & Services	1,615	2,200	2,200	2,200
<b>Total</b>	<b>467,701</b>	<b>491,780</b>	<b>464,616</b>	<b>459,706</b>

### **Budget Highlights:**

- Part-time Wages cover employees needed to run special events and athletic leagues. Wages are partially offset by revenue.
- Funds are included for materials and supplies such as scorebooks, trophies, balls and tee shirts.
- Amounts are included for the repair and maintenance of recreation equipment such as helmets, shinguards, umpire chest protectors and Little League chest protectors.
- Funds are included for Youth Tackle Football and Youth Volleyball.
- Funds are included for operation of concession at football games.

# Parks & Recreation Department

## Athletics

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	169,033	172,573	166,256	178,786
412600 Wages-Part Time	148,225	153,000	133,000	133,000
412700 Wages-Longevity	7,243	7,296	7,438	7,749
418100 FICA-Employers Share	24,431	23,314	24,310	14,270
418200 Retirement	8,668	8,814	8,650	9,141
418201 Retirement-401K General	6,786	7,195	6,774	7,152
418300 Insurance-Hospital	13,164	16,108	16,108	16,109
418301 Insurance-Life	346	370	370	304
418600 Workers Compensation	-	585	-	585
431400 Travel Allowance	6,927	6,900	6,900	6,900
<b>Personal Services Total</b>	<b>384,822</b>	<b>396,155</b>	<b>369,806</b>	<b>373,996</b>
<b>Current Operating</b>				
421200 Uniforms	198	200	200	200
426000 Office Supplies	1,336	1,600	1,600	1,600
429700 Supplies-Recreation	6,588	4,400	4,400	4,400
429701 Supplies - Basketball	5,293	5,000	5,000	4,500
429702 Supplies - Softball	7,957	8,000	8,000	7,000
429703 Supplies - Volleyball	2,302	1,250	2,000	1,000
429704 Supplies - Baseball	18,450	18,100	18,100	17,100
429705 Supplies - Football	7,420	6,715	7,300	7,300
429706 Supplies - Tennis	500	500	500	500
429707 Supplies - Track	788	800	800	800
429708 Supplies-Soccer	-	3,500	3,500	3,500
431100 Travel-Mileage Reimbursement	769	2,400	1,000	2,400
431200 Travel-Conference/Schools	1,271	600	600	600
433000 Utilities	23,478	33,000	33,000	26,000
434100 Printing	1,971	2,000	2,000	2,000
435000 Repairs-Other	127	300	300	300
435100 Repairs-Building	798	2,750	2,000	2,000
435200 Repairs-Equipment	9	100	100	100
449100 Professional Dues	165	210	210	210
449300 Subscriptions	-	100	100	100
495300 Purchases for Resale	1,844	1,900	1,900	1,900
<b>Current Operating Total</b>	<b>81,264</b>	<b>93,425</b>	<b>92,610</b>	<b>83,510</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	1,130	1,200	1,200	1,200
445000 Insurance	485	1,000	1,000	1,000
<b>Fixed Charges &amp; Services Total</b>	<b>1,615</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>
	<b>467,701</b>	<b>491,780</b>	<b>464,616</b>	<b>459,706</b>

# **Parks & Recreation Department**

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## **Athletics**

### **Staffing Table**

	<b>Pay Range</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2007-08 Adopted</b>	<b>Difference</b>
Athletics Supervisor	20	1	1	1	
Athletics Program Coordinator	16	2	2	2	
Administrative Clerk	09	1	1	1	
<b>Total</b>		<b>4</b>	<b>4</b>	<b>4</b>	

### **Capital Outlay**

<u><b>Category/Description</b></u>	<u><b>New/Replacement</b></u>	<u><b>Amount</b></u>
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# Parks & Recreation Department

## Special Events

The Special Events Division is charged with planning and managing a year-round calendar of special events (festivals, concerts & seasonal celebrations) and seasonal recreation programs.

Programs within the Special Events Division include: Rocky Mount Sports Complex; Down East Festival; Independence Celebration; Lighting of the Lake; Christmas Parade; Sunset Easter; other seasonal events.

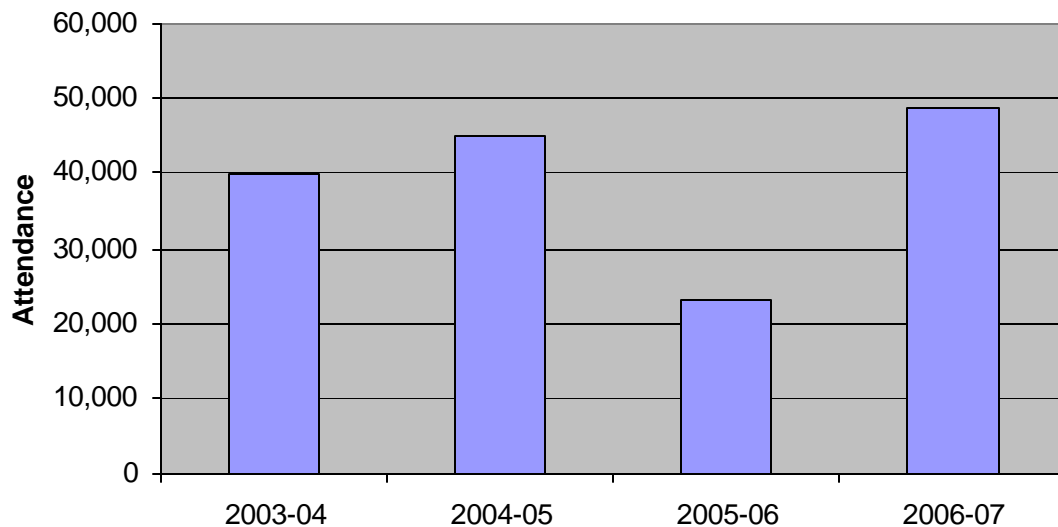
### Prior Year Accomplishments:

- ✍ Established digital billboard advertisement for Parks & Recreation and other City events
- ✍ Implemented ICS (Incident Command System) at Down East Festival and Independence Celebration
- ✍ Helped with Downtown events
- ✍ Helped with International Festival of Cultures

### FY 2007-2008 Initiatives:

- ✍ Fundraising for Down East Festival and Independence Celebration
- ✍ Establish new ideas for special events revenue

## Special Events



# **Parks & Recreation Department**

## **Special Events**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	58,546	60,063	58,656	62,325
Current Operating	69,906	63,900	61,860	59,900
Fixed Charges & Services	750	1,200	1,200	1,200
<b>Total</b>	<b>129,202</b>	<b>125,163</b>	<b>121,716</b>	<b>123,425</b>

### **Budget Highlights:**

- Amounts are budgeted for materials and supplies for special events such as Christmas Parade, Sunset Easter, and Lighting of the Lake.
- Funds are also included for the Down East Festival and Independence Day Celebration.
- Funds for part-time employees cover employees assisting at the larger special events.
- Funds are included for participation by the Special Events Coordinator in the North Carolina and International Festival Associations.
- Amounts are budgeted for printing costs associated with special events production.

## Parks & Recreation Department

### Amusement & Special Events

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	44,526	45,017	43,859	47,117
412600 Wages-Part Time	735	1,100	900	1,100
418100 FICA-Employers Share	3,583	3,612	3,612	3,605
418200 Retirement	2,192	2,206	2,157	2,309
418201 Retirement-401K General	1,783	1,801	1,801	1,885
418300 Insurance-Hospital	3,424	4,027	4,027	4,028
418301 Insurance-Life	95	100	100	81
431400 Travel Allowance	2,209	2,200	2,200	2,200
<b>Personal Services Total</b>	<b>58,546</b>	<b>60,063</b>	<b>58,656</b>	<b>62,325</b>
<b>Current Operating</b>				
421200 Uniforms	300	300	300	300
425900 Small Tools	1,084	1,500	650	1,500
426000 Office Supplies	224	600	600	600
429700 Supplies-Recreation	12,290	12,000	12,000	12,000
429900 Supplies-Miscellaneous	-	4,000	4,000	-
431100 Travel-Mileage Reimbursement	300	100	-	100
431200 Travel-Conference/Schools	580	600	-	600
434100 Printing	2,000	3,000	3,000	3,000
435000 Repairs-Other	-	100	-	100
435200 Repairs-Equipment	300	300	-	300
439900 Other Services	5,000	4,000	4,000	-
439909 Other Services-Indepen Day	13,531	13,000	13,000	13,000
439910 Other Services-Down East	34,000	24,000	24,000	28,000
449100 Professional Dues	297	400	310	400
<b>Current Operating Total</b>	<b>69,906</b>	<b>63,900</b>	<b>61,860</b>	<b>59,900</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	750	1,200	1,200	1,200
<b>Fixed Charges &amp; Services Total</b>	<b>750</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>
	<b>129,202</b>	<b>125,163</b>	<b>121,716</b>	<b>123,425</b>

# **Parks & Recreation Department**

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## **Special Events**

### **Staffing Table**

	<b>Pay Range</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2007-08 Adopted</b>	<b>Difference</b>
Special Recreation Events Coordinator	18	1	1	1	
Sports Complex Program Supervisor	16	0	0	0	
<b>Total</b>		<b>1</b>	<b>1</b>	<b>1</b>	

## **Capital Outlay**

<u><b>Category/Description</b></u>	<u><b>New/Replacement</b></u>	<u><b>Amount</b></u>
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# Parks & Recreation Department

## Neighborhood Programs

The Neighborhood Services Division's mission is to provide recreation program opportunities for the residents of Rocky Mount at sites throughout the city including playgrounds, parks, Battleboro, South Rocky Mount and Booker T. Washington Community Centers, schools and other sites suitable for programming.

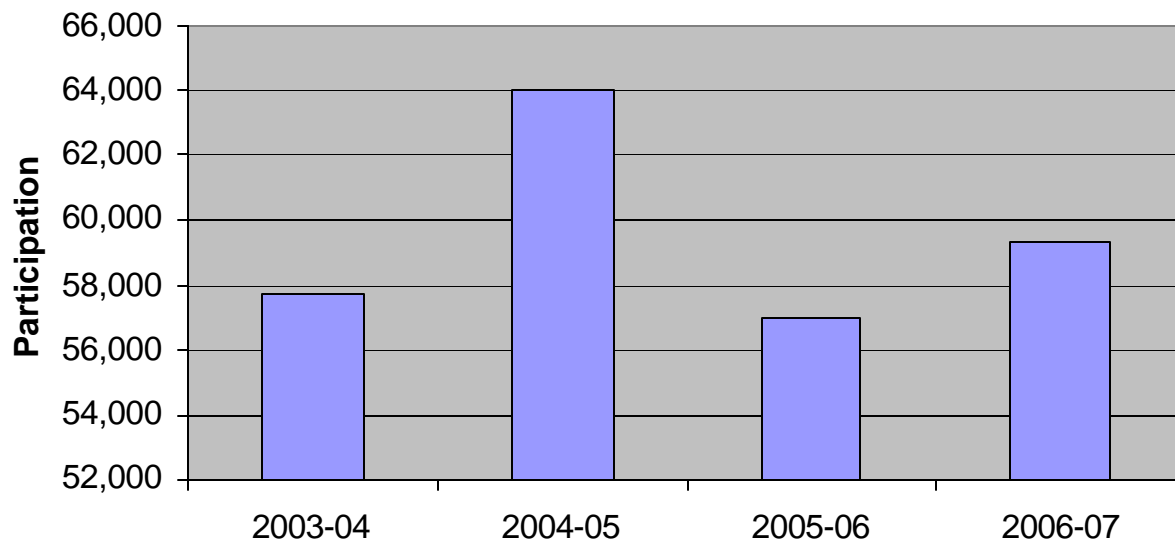
### Prior Year Accomplishments:

- ✍ Added Tennis Academy to existing tennis program
- ✍ Summer Camps show profit
- ✍ Open community stores in community centers for teaching tools and an additional source of revenue

### FY 2007-2008 Initiatives:

- ✍ Add full Summer Camp at South Rocky Mount Community Center
- ✍ Add one ongoing teen class per facility
- ✍ Develop alternative activities for community participants not attending centers' after school program
- ✍ Secure different alternatives for generating Scholarship funding
- ✍ Increase Special Olympic volunteer base to cover extra summer event (mid-summer games)

## Neighborhoods



# **Parks & Recreation Department**

## **Neighborhood Programs**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	384,248	407,532	380,181	419,263
Current Operating	119,656	116,550	123,950	120,900
Fixed Charges & Services	4,083	4,600	5,700	7,000
Capital Outlay	4,480	-	-	-
<b>Total</b>	<b>512,467</b>	<b>523,682</b>	<b>509,831</b>	<b>547,163</b>

### **Budget Highlights:**

- Part time Wages are included for assistance at special events (Fall & Spring Basketball tournament) and programs such as day camp and basketball leagues.
- Funds are included to cover Athletic Equipment, After School Recreation, Summer Fun Camp and Special Events at the community centers.
- Repairs – Building will cover the cost of repairing both Community Centers.

## Parks & Recreation Department

### Neighborhood Programs

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	183,468	205,202	186,529	219,053
412600 Wages-Part Time	131,503	118,500	118,500	128,000
412700 Wages-Longevity	4,589	5,161	5,452	6,592
418100 FICA-Employers Share	23,399	25,741	21,925	17,262
418200 Retirement	9,474	10,560	9,651	11,057
418201 Retirement-401K General	7,551	8,620	7,634	8,763
418300 Insurance-Hospital	17,074	23,162	20,934	24,163
418301 Insurance-Life	388	430	400	373
418600 Workers Compensation	128	500	500	500
431400 Travel Allowance	2,510	2,500	2,500	2,500
439300 Temporary Help Services	4,165	6,156	6,156	1,000
<b>Personal Services Total</b>	<b>384,248</b>	<b>406,532</b>	<b>380,181</b>	<b>419,263</b>
<b>Current Operating</b>				
421100 Supplies-Janitorial/Cleaning	1,927	2,200	2,200	2,200
421200 Uniforms	625	500	1,200	1,200
425100 Fuel	-	1,000	1,000	1,000
426000 Office Supplies	1,905	2,050	2,050	2,000
429700 Supplies-Recreation	13,297	12,500	14,000	14,000
429907 Supplies-Safety	49	400	400	400
431100 Travel-Mileage Reimbursement	2,594	2,000	2,000	2,500
431200 Travel-Conference/Schools	1,354	1,200	1,200	1,200
433000 Utilities	59,396	58,000	60,000	60,000
434100 Printing	1,935	3,420	2,500	2,500
435100 Repairs-Building	12,082	4,100	10,000	7,000
435200 Repairs-Equipment	520	4,500	4,500	3,000
435300 Repairs-Vehicle	-	1,000	2,000	2,000
439900 Other Services	23,501	20,180	20,400	21,400
449100 Professional Dues	371	400	400	400
449300 Subscriptions	100	100	100	100
<b>Current Operating Total</b>	<b>119,656</b>	<b>113,550</b>	<b>123,950</b>	<b>120,900</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	4,083	3,600	5,700	7,000
<b>Fixed Charges &amp; Services Total</b>	<b>4,083</b>	<b>3,600</b>	<b>5,700</b>	<b>7,000</b>
<b>Capital Outlay</b>				
555500 Other Equipment	4,480	-	-	-
<b>Capital Outlay Total</b>	<b>4,480</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>512,467</b>	<b>523,682</b>	<b>509,831</b>	<b>547,163</b>

# **Parks & Recreation Department**

## **Neighborhood Programs**

### **Staffing Table**

	<b>Pay Range</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2007-08 Adopted</b>	<b>Difference</b>
Neighborhood Recreation Services Supervisor	20	1	1	1	
Neighborhood Recreation Program Coordinator	18	1	1	1	
Neighborhood Recreation Assistant	14	1	1	1	
Recreation Aide	10	2	2	2	
Building Service Worker	05	1/2	1	1	
<b>Total</b>		<b>5 1/2</b>	<b>6</b>	<b>6</b>	

### **Capital Outlay**

Category/Description

New/Replacement

Amount

# Parks & Recreation Department

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## Senior Programs

The Senior Programs Division's mission is to produce and present ongoing age appropriate activities, referral services and socialization opportunities for the senior residents of Rocky Mount.

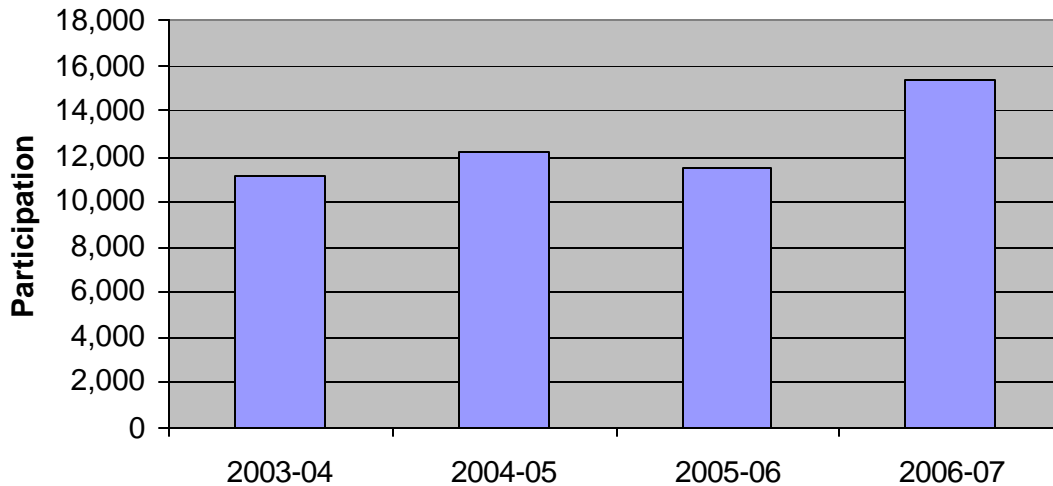
### Prior Year Accomplishments:

- ✍ Develop a gym walkers program
- ✍ Organized Tuesday Night Dance
- ✍ Organized a Volunteer Corps
- ✍ Increased Senior Games participation by 50% with residents in the Rocky Mount Area

### FY 2007-2008 Initiatives:

- ✍ Organize a billiards program
- ✍ Develop a computer club
- ✍ Develop nutrition classes
- ✍ Organize a fitness club
- ✍ Organize a swim team

### Senior Program



# **Parks & Recreation Department**

## **Senior Programs**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	141,283	188,209	191,406	202,712
Current Operating	111,460	156,670	150,020	146,300
Fixed Charges & Services	10,925	706,000	706,000	206,000
Capital Outlay	17,602	20,000	20,000	10,000
<b>Total</b>	<b>281,269</b>	<b>1,069,879</b>	<b>1,067,426</b>	<b>565,012</b>

### **Budget Highlights:**

- Part time Wages covers exercise class leaders, drivers for trips and other special instructors.
- Recreation Supplies covers cost of supplies for programs such as Senior Games, fitness programs and special events.
- Printing provides funds for a monthly newsletter and the cost of printing athletic league and pool schedules.
- Other services covers cost of trips.
- Other equipment, office furniture and maintenance and service contracts provide for costs associated with the institution of operations at the Downtown YMCA building.

## Parks & Recreation Department

### Senior Programs

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	96,323	111,771	116,921	116,519
412600 Wages-Part Time	14,596	37,000	30,000	37,000
412700 Wages-Longevity	2,081	4,473	4,833	4,999
418100 FICA-Employers Share	8,375	8,507	11,586	9,296
418200 Retirement	4,822	5,696	5,975	5,955
418201 Retirement-401K General	3,643	4,651	4,110	4,661
418300 Insurance-Hospital	8,767	12,081	13,526	12,082
418301 Insurance-Life	194	230	255	200
439300 Temporary Help Services	2,482	3,800	4,200	12,000
<b>Personal Services Total</b>	<b>141,283</b>	<b>188,209</b>	<b>191,406</b>	<b>202,712</b>
<b>Current Operating</b>				
421200 Uniforms	118	300	320	400
425100 Fuel	-	400	1,000	1,000
426000 Office Supplies	1,042	2,250	2,150	2,200
429700 Supplies-Recreation	13,115	20,500	19,000	14,000
429907 Supplies-Safety	158	300	300	300
431100 Travel-Mileage Reimbursement	354	1,000	1,000	1,000
431200 Travel-Conference/Schools	682	1,200	1,100	1,100
433000 Utilities	51,195	83,800	80,000	75,000
434100 Printing	6,441	8,820	8,700	8,800
435100 Repairs-Building	10,632	11,700	10,000	10,000
435200 Repairs-Equipment	6	300	300	300
435300 Repairs-Vehicle	-	1,200	1,000	2,000
439900 Other Services	27,576	26,500	25,000	30,000
449100 Professional Dues	55	100	50	100
449300 Subscriptions	86	100	100	100
<b>Current Operating Total</b>	<b>111,460</b>	<b>158,470</b>	<b>150,020</b>	<b>146,300</b>
<b>Fixed Charges &amp; Services</b>				
439400 Cleaning/Custodial Service	-	2,000	2,000	2,000
444000 Maint & Service Contract	10,925	2,500	4,000	4,000
475000 Other Debt-YMCA	-	700,000	700,000	200,000
<b>Fixed Charges &amp; Services Total</b>	<b>10,925</b>	<b>704,500</b>	<b>706,000</b>	<b>206,000</b>
<b>Capital Outlay</b>				
551000 Office Furniture	5,602	4,700	6,000	6,000
555500 Other Equipment	12,000	4,000	4,000	4,000
555510 Recreation Equipment	-	10,000	10,000	-
<b>Capital Outlay Total</b>	<b>17,602</b>	<b>18,700</b>	<b>20,000</b>	<b>10,000</b>
	<b>281,269</b>	<b>1,069,879</b>	<b>1,067,426</b>	<b>565,012</b>

# **Parks & Recreation Department**

## **Senior Programs**

### **Staffing Table**

	<b>Pay Range</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2007-08 Adopted</b>	<b>Difference</b>
Seniors Recreation Program Coordinator	18	1	1	1	
Senior Center Assistant	18	1	1	1	
Secretary	09	0	0	0	
Building Service Worker*	05	1 1/2	1	1	
<b>Total</b>		<b>3 1/2</b>	<b>3</b>	<b>3</b>	

\* position shared with Neighborhood Programs in FY 2006

### **Capital Outlay**

**Category/Description**

**New/Replacement**

**Amount**



# Parks & Recreation Department

## Cemetery

The Cemetery Division maintains grounds in a safe and aesthetically pleasing condition by mowing, edging and weed eating, filling settled graves, raising foot markers, landscaping, litter pickup, raking and removal of leaves. We schedule funerals and open and close graves in three cemeteries (Pineview, Northeastern and Battleboro Cemetery). Maintenance of the Battleboro Cemetery is performed under contract.

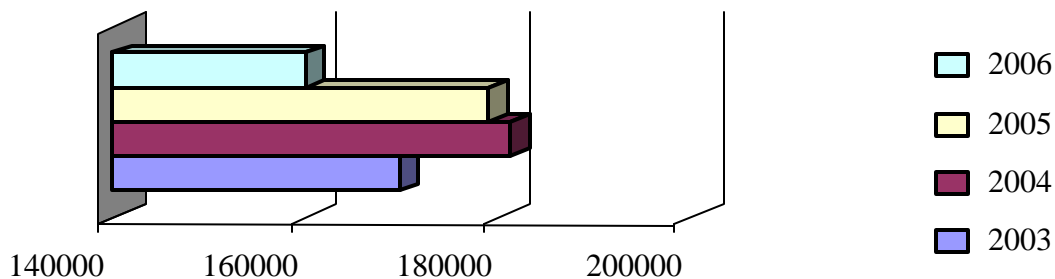
### Prior Year Accomplishments:

- ✍ Finished field surveys of Northeastern cemetery and prepare for data entry.
- ✍ Implemented beautification project for Battleboro Cemetery.
- ✍ Improved response time to customer request.
- ✍ Restored and maintain ditch from east end of Section 54 to Wake Street. Monitor areas of heavy erosion.
- ✍ Continued research and gathering of genealogical information. Communicate information to Genealogy societies.

### FY 2007-2008 Initiatives:

- ✍ Establish new office facility at Pineview Cemetery.
- ✍ Continue operations with highest regard for customer needs.

Cemetery Revenues



# **Parks & Recreation Department**

## **Cemetery**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	294,157	310,161	285,749	326,700
Current Operating	47,556	78,000	75,210	49,800
Fixed Charges & Services	4,906	5,000	5,000	8,500
Capital Outlay	7,600	15,000	15,000	18,600
<b>Total</b>	<b>354,219</b>	<b>405,271</b>	<b>380,959</b>	<b>403,600</b>

### **Budget Highlights:**

- Funds are budgeted for lumber, shovels, cleaning supplies, soil, sand and clay, seed, fertilizer and lime.
- Repairs to Buildings covers maintenance of the office and maintenance shop buildings.
- Amounts are included for training opportunities to learn about cemetery management and operation.
- Maintenance and Service Contract will cover opening and closing of graves at the Battleboro Cemetery, the security system monitoring fee and the exterminating service.
- Other equipment covers cost of a new mower.

## Parks & Recreation Department

### Cemetery

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	203,244	209,892	192,491	224,976
412200 Wages-Overtime	7,474	8,600	9,824	9,000
412300 Wages-Standby	5,731	6,000	4,620	5,000
412600 Wages-Part Time	6,113	6,500	6,500	7,500
412700 Wages-Longevity	6,158	6,193	5,723	6,920
418100 FICA-Employers Share	17,345	17,715	16,392	17,740
418200 Retirement	10,654	11,009	10,349	11,363
418201 Retirement-401K General	7,976	8,986	7,165	9,000
418300 Insurance-Hospital	25,196	31,216	29,665	32,218
418301 Insurance-Life	415	450	420	383
418600 Workers Compensation	2,245	1,000	1,000	1,000
431400 Travel Allowance	1,606	1,600	1,600	1,600
<b>Personal Services Total</b>	<b>294,157</b>	<b>309,161</b>	<b>285,749</b>	<b>326,700</b>
<b>Current Operating</b>				
421200 Uniforms	386	600	600	600
425100 Fuel	8,193	8,400	8,200	8,400
425900 Small Tools	2,753	3,100	3,800	2,000
426000 Office Supplies	1,061	1,400	1,400	1,000
429900 Supplies-Miscellaneous	6,713	6,300	7,000	7,000
429907 Supplies-Safety	180	400	400	400
431200 Travel-Conference/Schools	187	200	200	200
433000 Utilities	11,543	12,500	11,500	11,500
434100 Printing	479	394	700	700
435005 Repairs-Ditch Bank	-	26,316	25,000	-
435100 Repairs-Building	1,267	2,000	2,000	2,000
435200 Repairs-Equipment	70	-	-	-
435202 Repairs-Radio	-	-	2,500	2,500
435300 Repairs-Vehicle	14,310	14,000	11,410	13,000
449300 Subscriptions	414	500	500	500
<b>Current Operating Total</b>	<b>47,556</b>	<b>76,110</b>	<b>75,210</b>	<b>49,800</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	4,906	5,000	5,000	8,500
<b>Fixed Charges &amp; Services Total</b>	<b>4,906</b>	<b>5,000</b>	<b>5,000</b>	<b>8,500</b>
<b>Capital Outlay</b>				
551000 Office Furniture	-	-	-	2,000
555500 Other Equipment	-	-	-	6,500
555550 Mowers	7,600	15,000	15,000	7,100
558000 Buildings, Structures, Improvements	-	-	-	3,000
<b>Capital Outlay Total</b>	<b>7,600</b>	<b>15,000</b>	<b>15,000</b>	<b>18,600</b>
	<b>354,219</b>	<b>405,271</b>	<b>380,959</b>	<b>403,600</b>

# Parks & Recreation Department

## Cemetery

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Cemetery Supervisor	14	1	1	1	
Crew Supervisor	12	1	1	1	
Administrative Clerk	09	1	1	1	
Light Equipment Operator	07	2	2	2	
Maintenance Worker I	06	3	3	3	
<b>Total</b>		<b>8</b>	<b>8</b>	<b>8</b>	

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Parks & Recreation Department

## Outdoor Recreation Programs

The mission of the Outdoor Recreation Division is: to provide innovative leisure opportunities in the out of doors by providing programs and facilities that promote physical activities, develop skills, and build awareness of natural resources.

Facilities and programs within the Outdoor Recreation Division include: Sunset Park, Denton Road Pool, Indoor Pool, Tar River Paddle Trail and Tar River Trail, ropes course, excursions, camps and workshops.

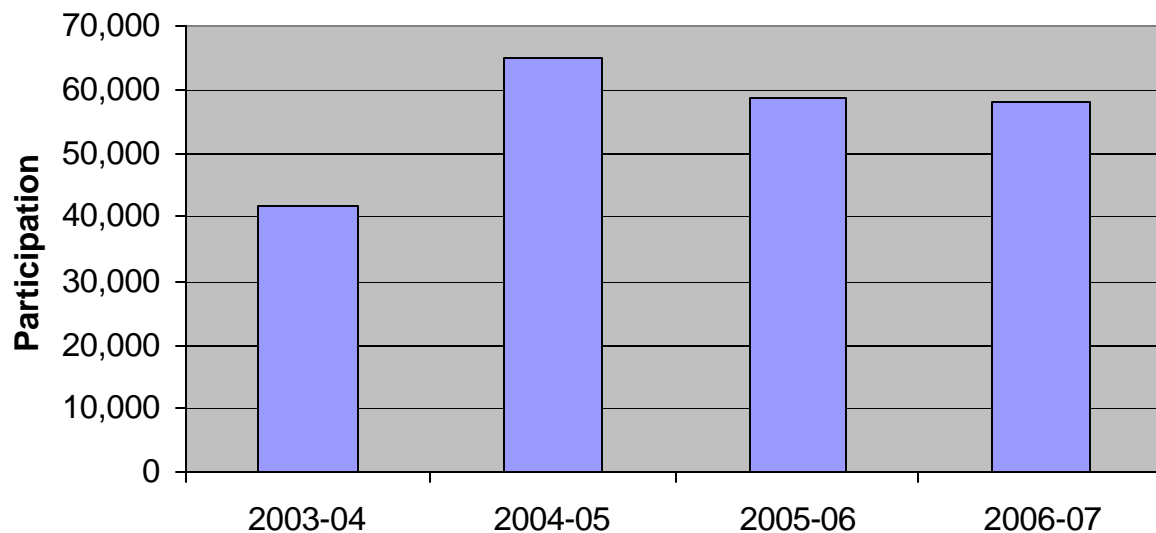
### Prior Year Accomplishments:

- ✍ Generated approximately \$800,000 in grant funds for Parks & Recreation
- ✍ Denton St Pool operated at 56% revenue to expenditure (30% average for pools) within the Adopted Budget
- ✍ Sunset Park operated at 108% revenue to expenditure (+\$5,700) within the Adopted Budget
- ✍ Completed construction of the 50-Plus miles of the Tar River Paddle Trail

### FY 2007-2008 Initiatives:

- ✍ Continue to seek grants for the funding of facilities and programs
- ✍ Continue to increase the quality of experience and profitability of Sunset Park and Denton St Pool
- ✍ Continue to seek diversity of activity and location for Outdoor Programs
- ✍ Assist in the develop and construction of parks

## Outdoor Program



# **Parks & Recreation Department**

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## **Outdoor Programs**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	188,468	190,751	190,310	188,430
Current Operating	38,023	43,030	42,380	42,350
Fixed Charges & Services	3,978	2,600	2,600	2,600
Capital Outlay	3,371	-	-	-
<b>Total</b>	<b>233,840</b>	<b>236,381</b>	<b>235,290</b>	<b>233,380</b>

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### **Budget Highlights:**

- Part time Wages will provide funds for river and other outdoor programs, Park attendants and Lifeguards.
- Recreation Supplies will cover the cost of summer camp t-shirts, lifejackets, paddles, carabiners and helmets, ropes and other supplies
- Funds are included for the printing of seasonal brochures, division logo and other promotional materials.
- Funds are budgeted for operation of the indoor pool at the Senior Center.

## Parks & Recreation Department

### Outdoor Programs

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	43,967	44,634	43,551	46,940
412600 Wages-Part Time	120,084	120,050	124,000	125,000
412700 Wages-Longevity	1,733	1,733	1,794	1,878
418100 FICA-Employers Share	12,546	13,580	10,211	3,735
418200 Retirement	2,364	2,272	2,272	2,392
418201 Retirement-401K General	1,860	1,855	1,855	1,878
418300 Insurance-Hospital	3,543	4,027	4,027	4,027
418301 Insurance-Life	95	100	100	80
418600 Workers Compensation	67	300	300	300
431400 Travel Allowance	2,209	2,200	2,200	2,200
<b>Personal Services Total</b>	<b>188,468</b>	<b>190,751</b>	<b>190,310</b>	<b>188,430</b>
<b>Current Operating</b>				
421200 Uniforms	1,288	1,300	1,300	1,300
425100 Fuel	46	300	1,000	1,000
426000 Office Supplies	247	650	650	650
429700 Supplies-Recreation	7,911	8,300	8,300	8,300
429907 Supplies-Safety	495	800	800	800
431100 Travel-Mileage Reimbursement	135	200	200	200
431200 Travel-Conference/Schools	597	430	430	400
433000 Utilities	4,818	6,900	6,300	6,300
434100 Printing	1,156	1,000	1,000	1,000
435100 Repairs-Building	4,811	3,492	5,000	5,000
435200 Repairs-Equipment	265	400	400	400
435300 Repairs-Vehicle	-	600	600	600
449100 Professional Dues	135	300	300	300
449300 Subscriptions	12	100	100	100
495100 Purchases Of Inventory	16,106	17,000	16,000	16,000
<b>Current Operating Total</b>	<b>38,023</b>	<b>41,772</b>	<b>42,380</b>	<b>42,350</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	3,978	2,600	2,600	2,600
<b>Fixed Charges &amp; Services Total</b>	<b>3,978</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>
<b>Capital Outlay</b>				
555500 Other Equipment	3,371	1,158	-	-
<b>Capital Outlay Total</b>	<b>3,371</b>	<b>1,158</b>	<b>-</b>	<b>-</b>
	<b>233,840</b>	<b>236,281</b>	<b>235,290</b>	<b>233,380</b>

# Parks & Recreation Department

## Outdoor Programs

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Outdoor Program Coordinator	18	1	1	1	
<b>Total</b>		<b>1</b>	<b>1</b>	<b>1</b>	

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
Vehicles – Truck	Replacement	\$19,000



# Parks & Recreation Department

## Parks Maintenance

The Parks Maintenance Division provides year round maintenance to all Parks and Recreation grounds and related facilities to ensure that each operates at its designed intent, is safe for public use and is aesthetically pleasing in appearance.

Programs within the Parks Maintenance Division include: Maintenance of athletic fields; maintenance of all passive park sites; and maintenance of public building grounds and some city owned lots and traffic islands.

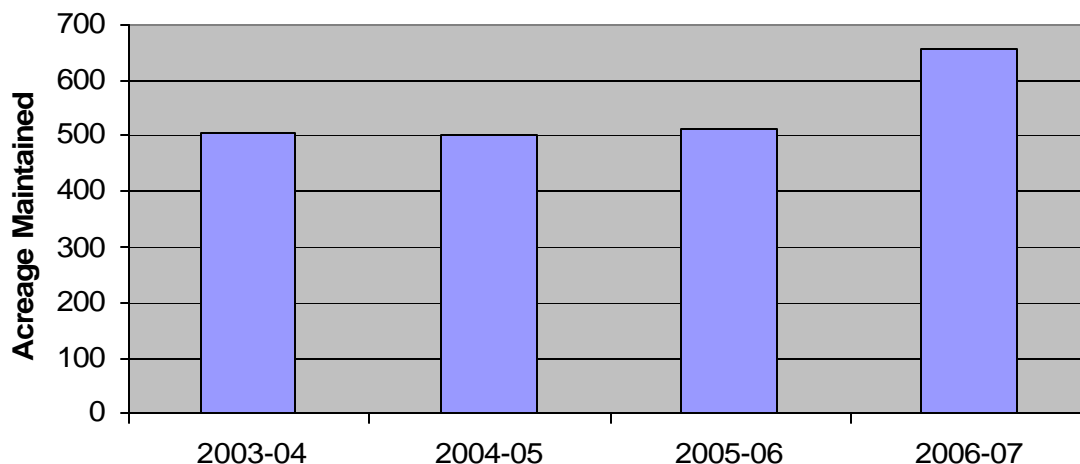
### Prior Year Accomplishments:

- ✍ Completed construction of Historic Tree Park
- ✍ Helped host Southeast Regional Babe Ruth Baseball Tournament at Stith-Talbert Park
- ✍ Installed conduit for communication lines at Sports Complex
- ✍ Replace top of Carousel at Sunset Park
- ✍ Installed new playground equipment at Miss Bea Holman Park
- ✍ Added new Christmas lights at Sunset Park and City Lake Park
- ✍ Planted trees at Sports Complex
- ✍ Renovated Sunset Ave Median plantings
- ✍ Supported 3 Downtown Development Events
- ✍ Construction amenities for Senior Center

### FY 2007-2008 Initiatives:

- ✍ Complete Phase II of Sunset Park Amenities
- ✍ Rehabilitate damaged portion of Tar River Trail
- ✍ Install new playground equipment at Kite Park and Wildwood Park

## Park Maintenance



# **Parks & Recreation Department**

## **Parks Maintenance**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	818,548	913,450	810,907	977,109
Current Operating	437,024	469,252	498,610	510,245
Fixed Charges & Services	111,864	90,000	90,000	92,000
Capital Outlay	170,966	73,064	74,500	63,700
<b>Total</b>	<b>1,538,402</b>	<b>1,546,656</b>	<b>1,474,017</b>	<b>1,643,054</b>

### **Budget Highlights:**

- Funds are included for overtime and standby to perform maintenance during weekends or in an emergency.
- Miscellaneous Supplies covers the upkeep of City facilities including lumber, plywood, nails, sand, basketball nets and glass replacement. Also included are landscaping materials for City Hall, parks and other City maintained areas.
- Maintenance and Service Contracts covers trash removal and grounds cleaning in all parks, rental of specialized equipment and contracted maintenance of Sunset Avenue Median.
- Funding for maintenance and service contracts has been reduced as a result of lower bids received for custodial services.

# Parks & Recreation Department

## Parks Maintenance

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	596,930	622,033	572,649	700,567
412200 Wages-Overtime	18,686	24,000	21,000	22,000
412300 Wages-Standby	563	1,000	500	500
412600 Wages-Part Time	10,044	15,000	15,000	13,000
412700 Wages-Longevity	15,180	18,165	18,165	15,272
418100 FICA-Employers Share	46,926	49,246	44,860	54,764
418200 Retirement	30,688	32,737	30,189	35,077
418201 Retirement-401K General	23,149	26,154	23,133	28,023
418300 Insurance-Hospital	70,637	90,307	82,201	104,706
418301 Insurance-Life	1,240	1,360	1,210	1,200
418600 Workers Compensation	4,506	8,448	2,000	2,000
<b>Personal Services Total</b>	<b>818,548</b>	<b>888,450</b>	<b>810,907</b>	<b>977,109</b>
<b>Current Operating</b>				
421200 Uniforms	2,823	3,500	3,500	3,600
425100 Fuel	40,510	38,500	40,000	43,000
425900 Small Tools	73	500	500	500
426000 Office Supplies	469	500	500	500
429900 Supplies-Miscellaneous	56,208	65,000	66,000	66,000
429907 Supplies-Safety	1,020	1,000	1,000	1,000
429908 Supplies-Maintenance	38,150	41,000	41,000	46,000
431200 Travel-Conference/Schools	1,994	2,000	2,000	2,500
433000 Utilities	196,674	223,000	231,000	235,000
434100 Printing	7	-	-	-
435100 Repairs-Building	27,334	29,252	34,000	30,000
435202 Repairs-Radio	12,662	12,890	11,000	12,000
435300 Repairs-Vehicle	58,919	79,509	68,000	70,000
449100 Professional Dues	182	200	110	145
<b>Current Operating Total</b>	<b>437,024</b>	<b>496,851</b>	<b>498,610</b>	<b>510,245</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	111,864	89,000	90,000	92,000
<b>Fixed Charges &amp; Services Total</b>	<b>111,864</b>	<b>89,000</b>	<b>90,000</b>	<b>92,000</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	-	32,379	32,379	18,500
555550 Mowers	31,505	16,185	17,621	30,000
555551 Tractor	24,148	23,791	24,500	-
555560 Weedeaters	-	-	-	2,100
555570 Other Lawn Equipment	21,743	-	-	13,100
558000 Buildings, Structures, Improvements	93,570	-	-	-
<b>Capital Outlay Total</b>	<b>170,966</b>	<b>72,355</b>	<b>74,500</b>	<b>63,700</b>
	<b>1,538,402</b>	<b>1,546,656</b>	<b>1,474,017</b>	<b>1,643,054</b>

# Parks & Recreation Department

## Parks Maintenance

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Parks Superintendent	23	1	1	1	
Horticulturist	18	1	1	1	
Parks Construction Supervisor	13	1	1	1	
Crew Supervisor	12	1	1	1	
Crew Leader	10	2	3	3	
Secretary	09	1	1	1	
Construction Worker I	08	2	2	2	
Maintenance Worker I		9	11	11	
Light Equipment Opeartor	08	4	5	5	
<b>Total</b>		<b>22</b>	<b>26</b>	<b>26</b>	

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Parks & Recreation Department

## Children's Museum

The purpose of the Children's Museum is to raise the awareness of those we serve to their global connection and "unique place in space" by encouraging their participation in science, mathematics, and technology.

Programs within the scope of the Children's Museum include: In-House Presentations (school presentations, on-the-floor science demonstrations, birthday parties, science workshops, planetarium programs, laser light shows and Museum-In-A-Box-Kits; Outreach Programs (representative of in-house presentations without being a repetitive experience – Ideally, Outreach is used and implemented by science museums to systematically bring visitors into the museum and to make other programming considerably more complete and holistic.); Traveling and Temporary Exhibitions; Summer Science Camps; All Night Camp-Ins; Teacher Training Workshops; Junior Volunteer Programs and Training Sessions; Docent Training; Intercussion Classes; Unique Process-Oriented Exhibit Areas; and Science Oriented Civic Groups.

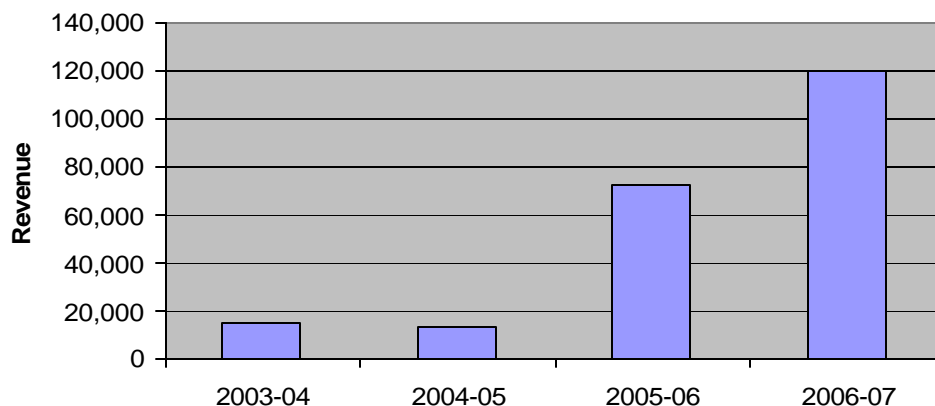
### Prior Year Accomplishments:

- ✍ Received \$147,150 grant from the Institute of Museum and Library Services
- ✍ Completed largest traveling exhibit installation in the Museum's history
- ✍ Generated more revenue than any other time in Museum history (\$139,573 in 2006)
- ✍ Opened at the Imperial Centre with live animal envirosapes and planetarium in place
- ✍ Implemented aggressive public programming schedule, adding 2,000 shows to existing program load

### FY 2007-2008 Initiatives:

- ✍ Continue aggressive, existing program load and schedule; adding new demonstrations, planetarium, and laser light shows to the roster
- ✍ Complete final phase of Live Animal Gallery
- ✍ Continue aggressive fundraising efforts with the Friends of the Children's Museum
- ✍ Secure a grant to help replenish museum exhibits and exhibition galleries
- ✍ Begin design process for Phase I Space Science and Planetary exhibit components (Gallery 1<sup>st</sup> Floor)

### Children's Museum



# **Parks & Recreation Department**

## **Children's Museum**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	269,384	349,162	296,018	374,488
Current Operating	152,321	106,485	109,885	100,485
Fixed Charges & Services	6,330	13,500	13,500	13,500
Capital Outlay	5,876	-	-	5,300
<b>Total</b>	<b>433,911</b>	<b>443,647</b>	<b>419,403</b>	<b>493,773</b>

### **Budget Highlights:**

- Program Exhibits covers temporary exhibits rental.
- Programs supplies provides for programs such as science and math camps and workshops.
- Miscellaneous supplies include items for floor demonstrations, birthday parties, exhibit support, and outreach.

## Parks & Recreation Department

### Museum

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	177,703	190,723	170,683	231,046
412600 Wages-Part Time	40,050	68,000	71,000	75,000
412700 Wages-Longevity	4,034	4,035	4,152	5,013
418100 FICA-Employers Share	16,823	22,797	18,036	18,058
418200 Retirement	8,905	10,974	8,628	11,566
418201 Retirement-401K General	6,585	6,826	6,686	9,242
418300 Insurance-Hospital	13,940	18,162	16,473	24,163
418301 Insurance-Life	356	440	360	400
418903 Fringe Benefit-Relocation	987	1,705	-	-
<b>Personal Services Total</b>	<b>269,384</b>	<b>323,662</b>	<b>296,018</b>	<b>374,488</b>
<b>Current Operating</b>				
421200 Uniforms	456	600	600	600
423200 Program Supplies	2,568	2,500	2,500	2,500
423206 Program Supplies-Exhibits	72,400	50,000	50,000	50,000
425100 Fuel	784	1,300	1,000	1,900
425900 Small Tools	298	300	300	300
426000 Office Supplies	1,993	2,000	2,300	2,000
429900 Supplies-Miscellaneous	14,000	10,000	14,000	14,000
429907 Supplies-Safety	96	100	100	100
431100 Travel-Mileage Reimbursement	296	750	500	500
431200 Travel-Conference/Schools	1,200	1,200	1,200	1,200
433000 Utilities	13,743	-	-	-
434100 Printing	3,809	4,000	4,000	4,000
435000 Repairs-Other	695	1,000	1,000	1,000
435300 Repairs-Vehicle	486	1,350	1,000	1,000
441100 Rental-Building	9,000	-	-	-
449100 Professional Dues	1,200	1,280	1,280	1,280
449300 Subscriptions	87	105	105	105
495101 Purchases for Resale	29,211	30,000	30,000	20,000
<b>Current Operating Total</b>	<b>152,321</b>	<b>106,485</b>	<b>109,885</b>	<b>100,485</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	6,330	13,500	13,500	13,500
<b>Fixed Charges &amp; Services Total</b>	<b>6,330</b>	<b>13,500</b>	<b>13,500</b>	<b>13,500</b>
<b>Capital Outlay</b>				
555300 Tools	-	-	-	800
555500 Other Equipment	5,876	-	-	4,500
<b>Capital Outlay Total</b>	<b>5,876</b>	<b>-</b>	<b>-</b>	<b>5,300</b>
	<b>433,911</b>	<b>443,647</b>	<b>419,403</b>	<b>493,773</b>

# Parks & Recreation Department

## Children's Museum

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Museum Director	21	1	1	1	
Museum Curator	16	2	2	2	
Science Education Coordinator	16	1	1	1	
Outreach Educator *	14	0	0	0	
Secretary	09	1	1	1	
Custodian	05	1	1	0	
<b>Total</b>		<b>6</b>	<b>6</b>	<b>6</b>	

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
Tools – Dock Board	New	\$450
Tools – 4-Wheeled Panel Materials Cart	New	\$400
Other Equipment – Cantilever & Hoist System	New	\$4,500
	<b>Total</b>	<b>\$5,350</b>



# Parks & Recreation Department

## Cultural Arts

The Cultural Art Division is charged with the responsibility of presenting and cultivating recreational interest in the arts.

Programs within the Division include: Community Theatre; Children's Theatre; Concert Series; Exhibitions; Classes/Workshops/Camps; Special Events; and Outreach.

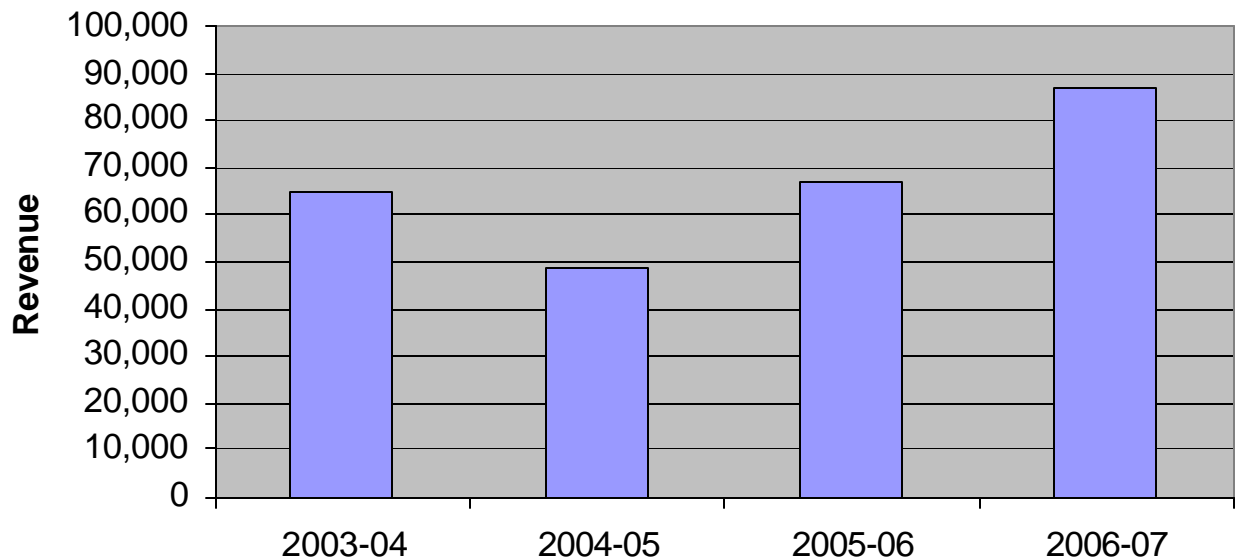
### Prior Year Accomplishments:

- ✍ Reinstated Performing Arts Series
- ✍ Reinstated Kindermusik Program
- ✍ Present major retrospective, *Renunion. These folks ain't company!*
- ✍ Presented fire annual Friends Fundraiser
- ✍ Greatly expanded educational programming
- ✍ Hosted North Carolina Watercolors Conference and Exhibition
- ✍ Presented exhibitions by numerous nationally-known artists

### FY 2007-2008 Initiatives:

- ✍ Develop new marketing campaign aimed at local residents
- ✍ Restructure and expand publicity distribution
- ✍ Host North Carolina Arts Council Fellowship Exhibition, produce catalog
- ✍ Present major exhibition by Clarence and Arlene Morgan
- ✍ Present playwright program and workshop

## Art Center



# **Parks & Recreation Department**

## **Cultural Arts**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	344,855	456,805	447,199	480,163
Current Operating	190,698	223,800	223,350	196,750
Fixed Charges & Services	587,298	5,900	5,900	5,500
Capital Outlay	4,063	500	500	5,300
Transfers	223,000	-	-	-
<b>Total</b>	<b>1,349,914</b>	<b>703,505</b>	<b>676,949</b>	<b>687,713</b>

### **Budget Highlights:**

- Part-time Wages covers instructors.
- Funds are included for the printing of numerous flyers, exhibition announcements, programs for special events, concerts, recitals, and Theatre tickets, flyers and posters.
- Funds are budgeted to cover theater productions including small, medium and large-cast plays, Christmas Chorus, Summer Play shop, Young Actors Theatre and workshops.

## Parks & Recreation Department

### Cultural Arts

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	236,075	271,144	265,989	282,585
412200 Wages-Overtime	65	-	-	-
412600 Wages-Part Time	39,525	119,500	100,000	112,000
412700 Wages-Longevity	3,411	2,516	2,412	3,679
418100 FICA-Employers Share	20,963	29,935	29,204	21,899
418200 Retirement	11,822	13,444	13,186	14,027
418201 Retirement-401K General	7,563	10,037	7,274	11,303
418300 Insurance-Hospital	20,546	28,189	27,574	28,190
418301 Insurance-Life	465	540	560	480
418903 Fringe Benefit-Relocation	2,000	-	-	-
439300 Temporary Help Services	2,420	1,000	1,000	6,000
<b>Personal Services Total</b>	<b>344,855</b>	<b>476,305</b>	<b>447,199</b>	<b>480,163</b>
<b>Current Operating</b>				
421200 Uniforms	58	-	-	-
425100 Fuel	-	-	-	800
426000 Office Supplies	2,968	3,100	3,100	3,100
429900 Supplies-Miscellaneous	21,380	24,000	24,000	24,000
431100 Travel-Mileage Reimbursement	3,976	5,600	4,100	4,100
431200 Travel-Conference/Schools	1,635	3,500	3,500	2,600
434100 Printing	13,393	16,000	16,000	16,000
435000 Repairs-Other	617	1,000	1,000	1,000
435300 Repairs-Vehicle	-	-	-	600
439913 Other Services-Gallery Exp	36,302	37,497	28,000	23,000
439914 Other Services-Art Shows	26,416	21,356	22,000	22,000
439915 Other Services-Special Eve	10,625	17,700	18,000	12,850
439916 Other Services-Gauging Station	8,600	-	-	-
439917 Other Services-Workshops	-	20,061	21,800	17,000
439923 Theatre Productions	53,406	45,000	45,000	40,000
449100 Professional Dues	1,100	969	1,200	1,200
449300 Subscriptions	400	400	400	500
469000 Grant-Arts Council	-	9,000	16,200	9,000
495100 Purchases Of Inventory	9,821	15,671	18,000	18,000
495300 Purchases for Resale	-	-	1,050	1,000
<b>Current Operating Total</b>	<b>190,698</b>	<b>220,854</b>	<b>223,350</b>	<b>196,750</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	2,213	800	800	1,500
444035 Contracts-Permanent Collection	12,400	5,046	5,100	4,000
476000 Lease Payments	572,686	-	-	-
<b>Fixed Charges &amp; Services Total</b>	<b>587,298</b>	<b>5,846</b>	<b>5,900</b>	<b>5,500</b>
<b>Transfers</b>				
498046 Interfund Transfer-Fund 460	143,000	-	-	-
498461 Cultr Interfund Transfer	80,000	-	-	-
<b>Transfers Total</b>	<b>223,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Parks & Recreation Department

### Cultural Arts

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Capital Outlay</b>				
555000 Office Equipment	1,400	500	500	-
555500 Other Equipment	2,663	-	-	5,300
<b>Capital Outlay Total</b>	<b>4,063</b>	<b>500</b>	<b>500</b>	<b>5,300</b>
	<b>1,349,914</b>	<b>703,505</b>	<b>676,949</b>	<b>687,713</b>

# Parks & Recreation Department

## Cultural Arts

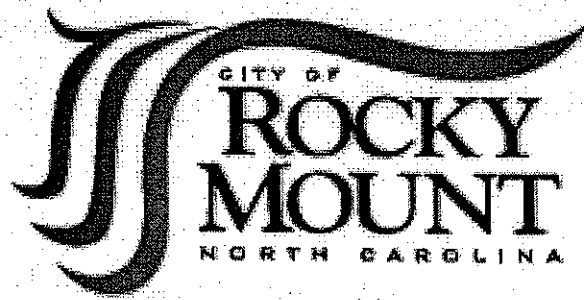
### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Cultural Arts Administrator	21	1	1	1	
Theatre Director	18	1	1	1	
Arts Program Coordinator	16	1	1	1	
Theatre Program Coordinator	16	1	1	1	
Arts Education Coordinator	12	1	1	1	
Theatre Assistant	09	1	1	1	
Box Office Clerk*	09	1	0	0	
Secretary	05	1	1	1	
Building Service Worker*	16	1	0	0	
<b>Total</b>		<b>9</b>	<b>7</b>	<b>7</b>	

\*Transferred to Imperial Center

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Parks & Recreation Department

## Sports Complex

The Rocky Mount Sports Complex is slated to open Spring 2007. It will operate 10 months out of the year, offering a variety of sports activities (softball, baseball, soccer). City Recreational Leagues will use the complex during weekdays, while tournaments will be hosted on weekends. The Sports Complex Director supervises day-to-day operations, solicits tournaments and sponsorships, and handles scheduling, promotion, and operations of the facility.

Programs within the Sports Complex currently include: Building support from local, regional, and national sponsors; networking with other tournament organizers and organizations; securing tournaments; and acting as a liaison for the City during the construction of Phase II (currently getting underway).

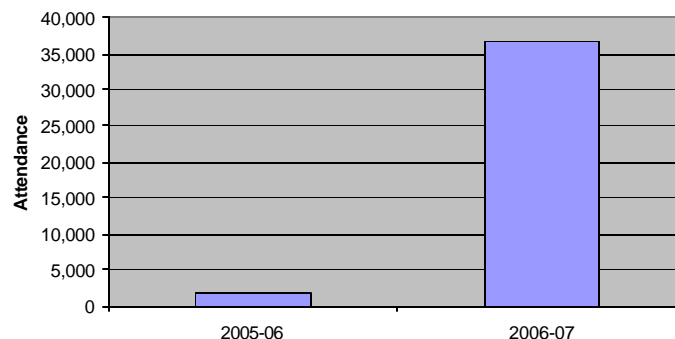
### Prior Year Accomplishments:

- ✍ Completed Phase I, will open March 2007
- ✍ Secured and contracted 32 tournament dates with 8 different Nationally-recognized organizations for 2007
- ✍ Secured 5-year sponsorship with Coca-Cola to be the official soft drink
- ✍ Secured naming rights for one of 11 fields (Youth Field #1 now Rotary Field)
- ✍ Hold Grand Opening in conjunction with Chamber of Commerce to celebrate Phase I completion
- ✍ Awarded and hosted 2006 Southeast Regional Babe Ruth Tournament, hosted at Stith-Talbert Park
- ✍ Hired staff and personnel to serve as site supervisors and operate concession stands and admission gates

### FY 2007-2008 Initiatives:

- ✍ Successfully open complex
- ✍ Build community support through public speaking engagements and increasing media coverage of the opening
- ✍ Purchase inventories and maintain budget as opening commences
- ✍ Start and complete construction of Phase II (Soccer Fields)
- ✍ Work to build relationships with tournament organizations in order to retain business
- ✍ Pursue larger or recognized tournaments that will draw more teams and help the local economy through the impact of out-of-town guests
- ✍ Pursue more sponsorship agreements for field naming rights, sponsorship signage, and other sources to gain additional revenue

**Sports Complex**



# **Parks & Recreation Department**

## **Sports Complex**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	53,075	84,072	84,072	128,371
Current Operating	6,124	140,315	120,000	134,000
Fixed Charges & Services	1,038,361	1,076,870	1,071,870	1,071,870
Capital Outlay	-	153,785	149,000	58,000
<b>Total</b>	<b>1,097,560</b>	<b>1,419,216</b>	<b>1,424,942</b>	<b>1,392,241</b>

### **Budget Highlights:**

- Part time wages covers officials, ticket takers, recreation supervisors, and scorekeepers.
- Amounts are included for office supplies and recreation supplies needed to support operations of the complex.
- Funds for part-time employees cover employees assisting at the larger special events.
- Funds are included for travel to provide opportunity to secure tournaments and special events.
- Funds are included for equipment needed to operate and maintain the Sports Complex facilities.



## Parks & Recreation Department

### Sports Complex

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	43,506	44,341	44,341	46,560
412600 Wages-Part Time	-	26,000	26,000	70,000
418100 FICA-Employers Share	3,310	5,657	5,657	3,562
418200 Retirement	2,132	2,173	2,173	2,281
418201 Retirement-401K General	881	1,774	1,774	1,862
418300 Insurance-Hospital	3,160	4,027	4,027	4,027
418301 Insurance-Life	87	100	100	79
<b>Personal Services Total</b>	<b>53,075</b>	<b>84,072</b>	<b>84,072</b>	<b>128,371</b>
<b>Current Operating</b>				
421100 Supplies-Janitorial/Cleaning	-	2,450	2,450	2,500
421200 Uniforms	258	750	750	700
425900 Small Tools	-	1,000	1,000	1,000
426000 Office Supplies	575	1,500	1,500	1,500
429700 Supplies-Recreation	990	32,000	25,000	25,000
429907 Supplies-Safety	-	800	800	800
431100 Travel-Mileage Reimbursement	790	1,000	1,000	1,000
431200 Travel-Conference/Schools	2,627	4,500	4,500	4,500
433000 Utilities	-	21,795	50,000	60,000
434100 Printing	829	3,000	3,000	3,000
435100 Repairs-Building	-	500	500	500
435200 Repairs-Equipment	-	500	500	500
439900 Other Services	-	6,800	6,800	6,800
449100 Professional Dues	55	100	100	100
449300 Subscriptions	-	100	100	100
495100 Purchases Of Inventory	-	29,500	22,000	26,000
<b>Current Operating Total</b>	<b>6,124</b>	<b>106,295</b>	<b>120,000</b>	<b>134,000</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	6,492	20,000	20,000	20,000
444051 Contracts-Environmental	-	18,194	20,000	20,000
444059 Contracts-Commissions	-	5,000	-	-
476000 Lease Payments	1,031,869	1,031,870	1,031,870	1,031,870
<b>Fixed Charges &amp; Services Total</b>	<b>1,038,361</b>	<b>1,075,064</b>	<b>1,071,870</b>	<b>1,071,870</b>
<b>Capital Outlay</b>				
555500 Other Equipment	-	84,000	84,000	13,000
555510 Recreation Equipment	-	69,785	65,000	45,000
<b>Capital Outlay Total</b>	<b>-</b>	<b>153,785</b>	<b>149,000</b>	<b>58,000</b>
	<b>1,097,560</b>	<b>1,419,216</b>	<b>1,424,942</b>	<b>1,392,241</b>

# Parks & Recreation Department

## Sports Complex

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Sports Complex Supervisor	16	1	1	1	
<b>Total</b>		<b>1</b>	<b>1</b>	<b>1</b>	

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
Other Equipment – Groomer	New	\$6,000
Other Equipment – Airifier (Outfield Slitter)	New	\$3,500
Other Equipment – Infield Aerator	New	\$3,500
Recreation Equipment – Scores Stands (5)	New	\$15,000
Recreation Equipment – Scoreboards (5)	New	\$27,500
Recreation Equipment – Soccer Goals (8 sets)	New	\$7,500
Recreation Equipment – Fencing Wheels (6)	New	\$15,000

# Parks & Recreation Department

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## Imperial Centre Buildings

The Imperial Centre opened in January 2006. The facility houses the Cultural Arts Center, Theatre, and Children's Museum. The Imperial Centre buildings division budget includes the cost of utilities, maintenance, security, and the operating cost of the central box office.

### **Prior Year Accomplishments:**

- ✍ Institute monthly public tours
- ✍ Document public/business use of the Centre
- ✍ Coordinate rental use of the complex

### **FY 2007-2008 Initiatives:**

- ✍ Develop central database to capture visitation
- ✍ Continue coordination of group scheduling with Arts and Museum
- ✍ Continue to work to provide a consistent business model when dealing with groups and public



# **Parks & Recreation Department**

## **Imperial Centre Buildings**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	42,301	100,208	77,229	76,311
Current Operating	120,039	277,110	272,550	282,300
Fixed Charges & Services	132,287	1,020,501	1,070,740	1,004,850
Capital Outlay	9,193	0-	-	-
Other Expenses	-	17,679	46,230	4,870
<b>Total</b>	<b>303,820</b>	<b>1,419,198</b>	<b>1,466,749</b>	<b>1,368,331</b>

### **Budget Highlights:**

- Personal services include the addition of part-time reception staff and a part-time operations manager.
- Amounts are included for maintenance and service contracts for pest control, doormats and other maintenance items, plant service, and insurance.
- Fixed charges include cost of lease of the facility.

# Parks & Recreation Department

## Imperial Centre Buildings

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	18,885	39,151	25,455	27,004
412200 Wages-Overtime	14	-	-	-
412600 Wages-Part Time	15,861	40,900	39,000	40,000
412700 Wages-Longevity	745	894	-	676
418100 FICA-Employers Share	2,702	6,744	4,995	2,117
418200 Retirement	1,288	2,398	2,040	1,356
418201 Retirement-401K General	1,022	1,957	1,651	1,080
418300 Insurance-Hospital	1,755	5,054	4,028	4,028
418301 Insurance-Life	28	110	60	50
<b>Personal Services Total</b>	<b>42,301</b>	<b>97,208</b>	<b>77,229</b>	<b>76,311</b>
<b>Current Operating</b>				
421200 Uniforms	255	260	-	100
426000 Office Supplies	748	2,800	2,750	2,800
429900 Supplies-Miscellaneous	3,510	10,700	13,000	15,000
431200 Travel-Conference/Schools	54	100	-	-
433000 Utilities	106,341	250,000	240,000	245,000
434100 Printing	3,000	2,400	8,200	8,200
435000 Repairs-Other	190	200	100	200
435100 Repairs-Building	565	3,000	2,000	4,000
439900 Other Services	5,376	7,350	6,500	7,000
<b>Current Operating Total</b>	<b>120,039</b>	<b>276,810</b>	<b>272,550</b>	<b>282,300</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	127,832	111,200	100,740	74,250
444037 Contracts-Financial Management	4,455	56,301	110,000	70,600
476000 Lease Payments	-	860,000	860,000	860,000
<b>Fixed Charges &amp; Services Total</b>	<b>132,287</b>	<b>1,027,501</b>	<b>1,070,740</b>	<b>1,004,850</b>
<b>Other Expenses</b>				
480100 Ad Valorem Tax	-	17,679	46,230	4,870
<b>Other Expenses Total</b>	<b>-</b>	<b>17,679</b>	<b>46,230</b>	<b>4,870</b>
<b>Capital Outlay</b>				
555500 Other Equipment	9,193	-	-	-
<b>Capital Outlay Total</b>	<b>9,193</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>303,820</b>	<b>1,419,198</b>	<b>1,466,749</b>	<b>1,368,331</b>

# **Parks & Recreation Department**

## **Imperial Centre Buildings**

### **Staffing Table**

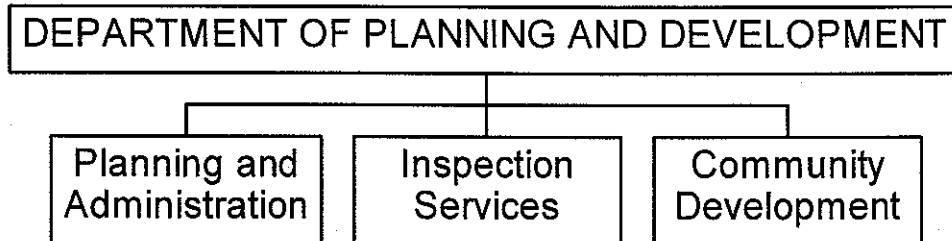
	<b>Pay Range</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2007-08 Adopted</b>	<b>Difference</b>
Box Office Clerk	09	1	1	1	
Building Service Worker	05	1	1	1	
<b>Total</b>		<b>2</b>	<b>2</b>	<b>2</b>	

### **Capital Outlay**

<b>Category/Description</b>	<b><u>New/Replacement</u></b>	<b><u>Amount</u></b>
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# Planning & Development Department

The mission of the Planning and Development Department is to promote orderly, responsible growth and maintain compatibility between physical and human environments within the City of Rocky Mount and its planning jurisdiction.



## Performance Indicators:

Indicator	Actual 2005-06	Budget 2006-07	Projected 2006-07	Goal 2007-08
1. Rezoning actions processed	14	26	15	16
2. Major Subdivisions/PBGs reviewed	18	18	18	21
3. Trade inspections (including building, electrical, plumbing, and mechanical) performed	11,000	11,500	11,500	12,000
4. Certificates of occupancy issued	296	300	300	315
5. % Inspections completed within established timeframe	98%	99%	99%	99%
6. % Zoning inquiries responded to within one working day	95%	95%	95%	95%
7. Homes rehabilitated	84	60	57	95
8. Rehabilitation write-ups completed	99	75	68	105
9. Percentage of housing rehabilitation applications processed within 30 days	75%	80%	75%	85%
10. Special Flood Hazard Area inquiries responded to within one working day.	N/A	100%	100%	100%

# Planning & Development Department

## Budget Overview

The Planning Department is .84% of the total City Operating Budget and 3.29% of the General Fund Budget. With 27 employees, the Planning Department has 2.9% of the city workforce.

Expenditures by Division	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Administration	492,675	561,944	445,232	490,820
Inspections	611,676	578,217	581,968	750,428
Community Development	306,319	384,819	360,037	355,220
<b>Total</b>	<b>1,410,670</b>	<b>1,524,980</b>	<b>1,387,237</b>	<b>1,656,468</b>

Positions by Division	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Administration	6	7	8	+1
Inspection Services	12	11	11	
Community Development	8	8	8	
<b>Total</b>	<b>26</b>	<b>26</b>	<b>27</b>	<b>+1</b>



# Planning & Development Department

## Planning and Administration

The mission of the Planning and Administration Division is to administer the Land Development Code and to promote an enhanced quality of life through smart growth initiatives and sound planning.

Programs within the Planning and Administration Division include: Departmental Administration; Current Planning; Long Range Planning; Annexation. This division supports the Planning Board, Board of Adjustment, Historic Preservation Commission and City Council

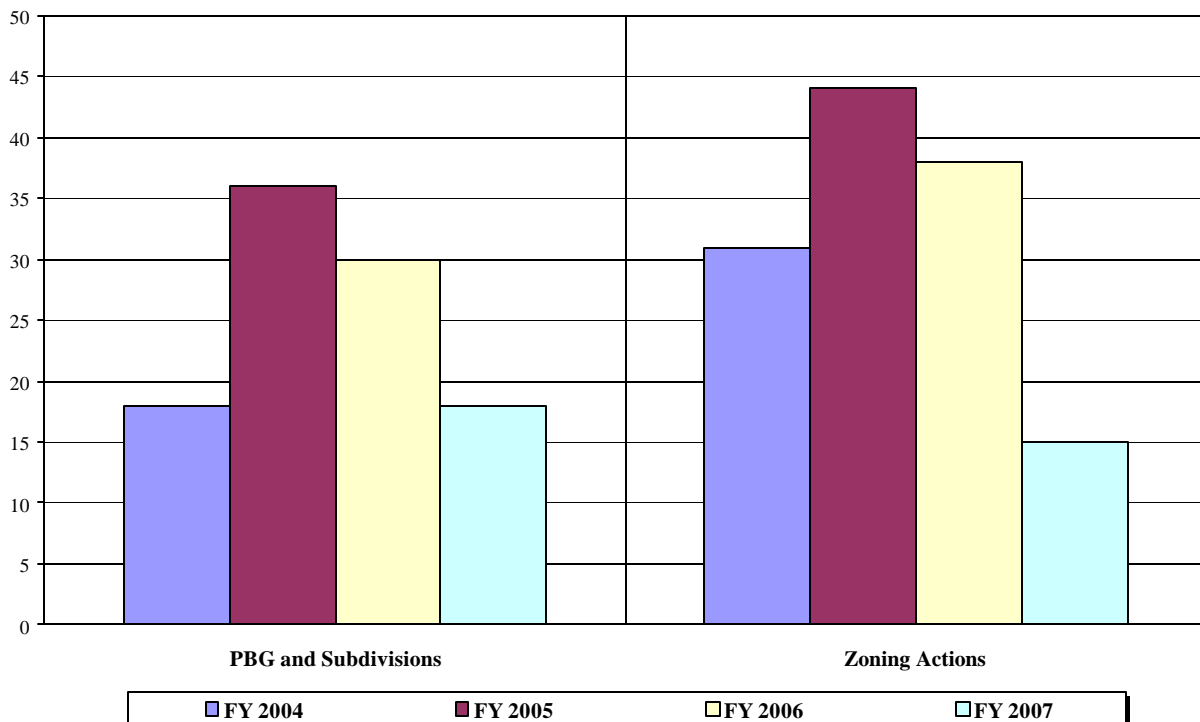
### Prior Year Accomplishments:

- ✍ Successfully completed ISO Audit for compliance with FEMA (CRS Score).
- ✍ Implemented suggested plant list in DRC review process.
- ✍ Adoption of Central City Area as a local historic district by Planning Board and City Council.
- ✍ Completion of feasibility study for involuntary annexation.
- ✍ Implemented zero tolerance zoning enforcement in the Goldrock area.

### FY 2007-2008 Initiatives:

- ✍ Develop planning incentives to encourage development in the City, on the Edgecombe County side.
- ✍ Prepare feasibility study for Phase II annexation.
- ✍ Increase zoning enforcement activity along main entrance corridors of the City.
- ✍ Develop concepts for the “Together Tomorrow Tier II” comprehensive plan.
- ✍ Prepare corridor study and possible overlay district for new Northern Connector.
- ✍ Implement development review process in MUNIS.

### Planning Division Activity



# **Planning & Development Department**

## **Planning and Administration**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	454,131	499,144	383,932	432,620
Current Operating	34,988	62,800	61,300	58,200
Capital Outlay	3,557	-	-	-
<b>Total</b>	<b>492,675</b>	<b>561,944</b>	<b>455,232</b>	<b>490,820</b>

### **Budget Highlights:**

- Funds are included to shift Historic Preservation Planner to full time status..
- Amounts are included for the annual appreciation dinner for the Planning Board, the Board of Adjustment and the Historic preservation Commission.
- Printing reflects general reproduction services and copies of planning documents such as the Land Development Code
- Funds are budgeted for advertising of Planning Board and Board of Adjustment meetings.
- Amounts are included for the completion of the Land Development Code, updating the zoning map and the implementation of the Comprehensive Plan.
- Additional funding included for costs associated with the annexation process.

## Planning & Development Department

### Administration

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	306,718	342,249	268,084	327,521
412600 Wages-Part Time	55,201	50,000	30,000	6,000
412700 Wages-Longevity	4,976	8,094	6,562	7,157
418100 FICA-Employers Share	27,854	26,475	22,022	25,565
418200 Retirement	15,273	17,167	13,484	16,400
418201 Retirement-401K General	11,458	14,014	10,430	10,937
418300 Insurance-Hospital	19,702	28,189	20,500	26,180
418301 Insurance-Life	626	656	550	560
419200 Legal Fees	6,000	6,000	6,000	6,000
431400 Travel Allowance	6,324	6,300	6,300	6,300
<b>Personal Services Total</b>	<b>454,131</b>	<b>499,144</b>	<b>383,932</b>	<b>432,620</b>
<b>Current Operating</b>				
421200 Uniforms	-	300	300	300
425100 Fuel	-	1,000	1,000	1,000
426000 Office Supplies	2,919	4,000	4,000	4,000
431100 Travel-Mileage Reimbursement	793	780	700	700
431200 Travel-Conference/Schools	5,901	5,920	5,500	5,600
432100 Telephone	6,744	7,300	7,300	7,100
434100 Printing	10,347	14,000	14,000	12,000
439100 Advertising	171	6,000	8,000	6,000
439600 Economic Development	4,117	6,000	5,000	6,000
439900 Other Services	484	14,000	12,000	12,000
449100 Professional Dues	2,547	3,000	3,000	3,000
449300 Subscriptions	964	500	500	500
<b>Current Operating Total</b>	<b>34,988</b>	<b>62,800</b>	<b>61,300</b>	<b>58,200</b>
<b>Capital Outlay</b>				
555000 Office Equipment	3,557	-	-	-
<b>Capital Outlay Total</b>	<b>3,557</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>492,675</b>	<b>561,944</b>	<b>445,232</b>	<b>490,820</b>

# Planning & Development Department

## Planning and Administration

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Director of Planning/Development	26	1	1	1	
Planning Administrator	23	1	1	1	
Principal Planner	21	1	1	1	
Senior Planner	18	0	0	0	
Planner	16	1	1	1	
Historic Preservation Planner	16	0	0	1	1
Zoning Inspector**	12	0	1	1	
Department Secretary	12	1	1	1	
Planning Technician	12	1	1	1	
<b>Total</b>		<b>6</b>	<b>7</b>	<b>8</b>	<b>1</b>

\*\* transferred from Inspections

### Capital Outlay

Category/Description

New/Replacement

Amount

# Planning & Development Department

## Inspection Services

The mission of Inspection Services is to provide for public health and safety through the enforcement of state building codes and local ordinances.

Programs within the Inspection Services Division include: Building Inspections & Code Enforcement; Permits; Privilege Licenses; Plan Review; Zoning Enforcement; and Educational Seminars for Contractors & Small Businesses.

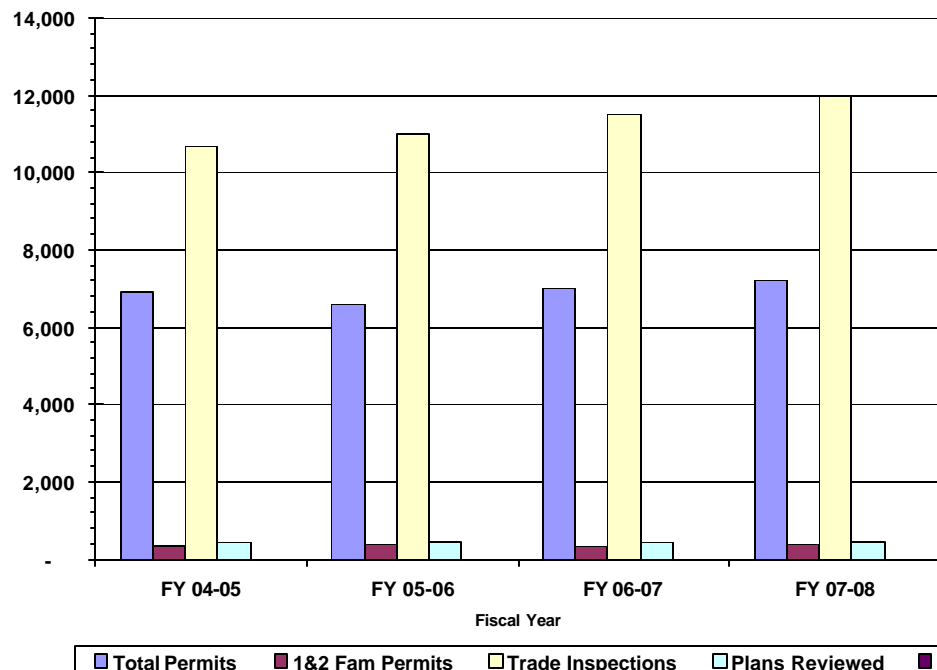
### Prior Year Accomplishments:

- ✍ Completed BECGS for the CRS Rating on the City of Rocky Mount.
- ✍ Conducted testing on field use of laptops computers.
- ✍ Implemented Continuing Education Classes for staff and other Inspection Agencies.
- ✍ Conducted 11,000 Trade Inspections.
- ✍ Issued 7,000 Construction Permits.
- ✍ Issued 324 1 & 2-Family Construction Permits.
- ✍ Performed 424 Plan Reviews

### FY 2007-2008 Initiatives:

- ✍ Implement Plan Tracking Module in MUNIS.
- ✍ Begin use of laptops for other field inspections.
- ✍ Continue offering of Continuing Education Classes for staff and other Agencies.
- ✍ Conduct 12,000 Trade Inspections.
- ✍ Issue 7,200 Construction Permits.
- ✍ Issue 370 1 & 2-Family Construction Permits.

Inspection Department Permits



# **Planning & Development Department**

## **Inspections**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	556,659	525,567	531,818	662,028
Current Operating	41,734	52,650	50,150	82,200
Capital Outlay	13,283	-	-	6,200
<b>Total</b>	<b>611,676</b>	<b>578,217</b>	<b>581,968</b>	<b>750,428</b>

### **Budget Highlights:**

- Funds are included for a part-time zoning inspector position to assist in enforcement of the Local Development Code.
- Amounts are included to provide uniforms for field inspections.
- Travel Conferences and Schools will provide training opportunities to assure inspectors are knowledgeable of code changes and cross-trained in other disciplines.
- Funds are included to prepare public awareness programs, contractor and citizens workshops and seminars as stipulated by ISO.

# Planning & Development Department

## Inspections

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	407,759	377,836	382,424	482,857
412200 Wages-Overtime	-	125	500	1,000
412600 Wages-Part Time	34,325	36,075	30,000	35,000
412700 Wages-Longevity	12,743	11,598	14,057	14,623
418100 FICA-Employers Share	33,132	27,637	31,036	38,060
418200 Retirement	20,193	19,043	19,398	24,378
418201 Retirement-401K General	15,543	15,546	14,811	15,490
418300 Insurance-Hospital	31,813	36,243	38,282	44,300
418301 Insurance-Life	809	964	810	820
418600 Workers Compensation	326	500	500	500
419200 Legal Fees	-	-	-	5,000
431400 Travel Allowance	16	-	-	-
<b>Personal Services Total</b>	<b>556,659</b>	<b>525,567</b>	<b>531,818</b>	<b>662,028</b>
<b>Current Operating</b>				
421200 Uniforms	1,677	2,200	2,200	2,200
425100 Fuel	10,130	10,000	9,000	10,000
425900 Small Tools	788	1,000	1,000	1,000
426000 Office Supplies	3,683	4,200	4,200	3,700
431200 Travel-Conference/Schools	3,642	5,500	4,500	5,500
432000 Marketing	-	1,000	500	500
432100 Telephone	9,297	9,950	9,950	15,000
434100 Printing	444	1,000	1,000	1,000
435200 Repairs-Equipment	43	200	200	200
435202 Repairs-Radio	6,118	6,500	6,500	6,000
435300 Repairs-Vehicle	4,922	6,100	6,100	6,100
439100 Advertising	-	1,000	1,000	1,000
449100 Professional Dues	640	1,400	1,400	1,400
449300 Subscriptions	352	2,600	2,600	3,600
469051 Demolition-Commercial	-	-	-	25,000
<b>Current Operating Total</b>	<b>41,734</b>	<b>52,650</b>	<b>50,150</b>	<b>82,200</b>
<b>Capital Outlay</b>				
551000 Office Furniture	-	-	-	6,200
554000 Motor Vehicles	13,283	-	-	-
<b>Capital Outlay Total</b>	<b>13,283</b>	<b>-</b>	<b>-</b>	<b>6,200</b>
	<b>611,676</b>	<b>578,217</b>	<b>581,968</b>	<b>750,428</b>

# Planning & Development Department

## Inspections

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Inspections Services Administrator	23	1	1	1	
Chief Building Inspector	20	1	1	1	
Construction Development Coordinator	20	1	1	1	
Senor Mechanical Inspector	18	1	1	1	
Building Inspector	16	1	1	1	
Electrical Inspector	16	2	2	2	
Mechanical Inspector	16	0	0	0	
Plumbing Inspector	16	1	1	1	
Senior Zoning Inspector	14	0	0	0	
Zoning Inspector*	12	1	0	0	
Administrative Secretary	10	1	1	1	
Permit Clerk	10	2	2	2	
Secretary	09	0	0	0	
<b>Total</b>		<b>12</b>	<b>11</b>	<b>11</b>	

\* Transferred to Administration



# Planning & Development Department

## Community Development

Mission -To develop and implement Smart Growth principals to assist in the improvement, revitalization, and preservation of neighborhoods, by promoting decent, safe affordable housing and expanding economic opportunities. These initiatives are principally for persons of low to moderate income and will be accomplished through public/private partnerships coupled with technical assistance.

Programs within the Community Development Division include: Housing Rehabilitation; Emergency Assistance; Small Business Development; Downtown Revitalization; Homeownership Counseling; Home Maintenance Assistance; Public Service (technical assistance to community groups and non-profit organizations); Acquisition/Demolition; Flood Recovery Housing Rehabilitation and Replacement Housing.

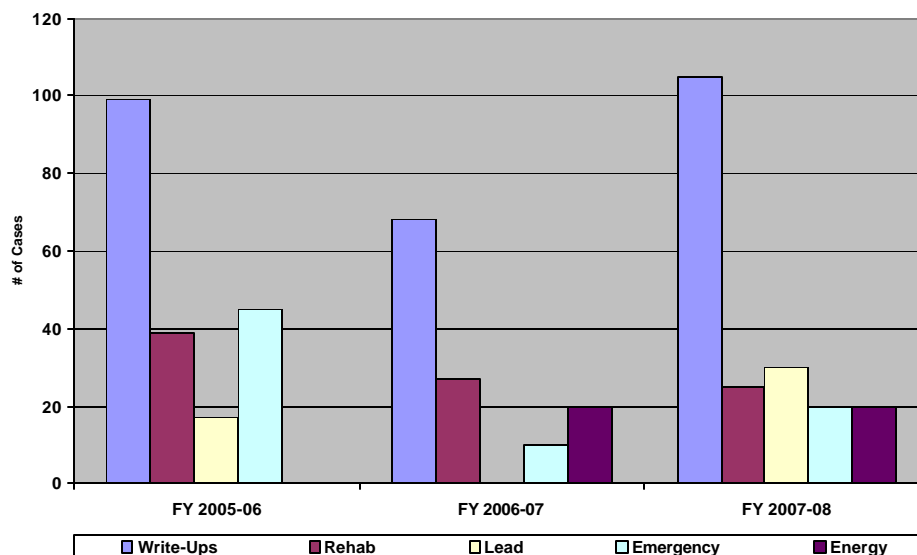
### Prior Year Accomplishments:

- ✍ Awarded a Brownfield Economic Development Initiative Grant totaling \$1 Million to address redevelopment of the Douglas Block Area.
- ✍ Secured a Section 108 Loan for improvements to Booker T. Washington and Douglas Block revitalization.
- ✍ Completed appraisals of the Douglas Block properties.
- ✍ Completed 10 houses under the Urgent Repair Program Grant.
- ✍ Completed the Construction Trade classes, including the Advanced class and Commercial Construction Trade, graduating a total of 14 people.
- ✍ Made repairs to 30 homes under the Energy Efficiency Program.
- ✍ Rehabilitated 39 single family units.

### FY 2007-2008 Initiatives:

- ✍ Apply for a Lead Hazard Reduction Grant through the U.S. Department of Housing and Urban Development.
- ✍ Apply for a Building Reuse Grant for the Douglas Block Revitalization through the North Carolina Rural Center.
- ✍ Close out the Brownfield Assessment and Clean-up Grant.
- ✍ Rehabilitate 2 houses through the Construction Trades class.
- ✍ Complete acquisition of the Douglas Block and secure a developer in accordance with the Douglas Block Master Plan.
- ✍ Conduct three Home Maintenance Course series.
- ✍ Conduct three Home Maintenance Course series

Community Development Workload



# **Planning & Development Department**

## **Community Development**

### **Expenditures by Division**

<b>Expenditures by Category</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2006-07 Projected</b>	<b>2007-08 Adopted</b>
Personal Services	237,881	370,919	343,837	339,320
Current Operating	8,438	13,900	16,200	75,900
Transfers	60,000	-	-	-
<b>Total</b>	<b>306,319</b>	<b>384,819</b>	<b>360,037</b>	<b>415,220</b>

### **Budget Highlights:**

- Funds are included for workshops and conferences sponsored by the Department of Housing and Urban Development, the North Carolina Community Development Association, North Carolina Housing Finance Agency, and Low Income Housing Development Corporation.
- Amounts are included for advertisements of community development bid notices, program amendments and required legal notices.

# Planning & Development Department

## Community Development

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	171,647	207,590	204,064	248,142
412600 Wages-Part Time	18,353	28,000	28,000	20,000
412700 Wages-Longevity	2,399	2,453	2,479	3,207
418100 FICA-Employers Share	14,631	16,184	16,565	19,230
418200 Retirement	8,532	10,275	10,057	12,316
418201 Retirement-401K General	6,211	6,674	6,931	9,925
418300 Insurance-Hospital	13,491	17,508	20,706	24,170
418301 Insurance-Life	336	335	435	430
419800 Consultant	-	-	47,000	-
431400 Travel Allowance	2,283	1,900	1,900	1,900
439300 Temporary Help Services	-	33,709	5,700	-
<b>Personal Services Total</b>	<b>237,881</b>	<b>324,628</b>	<b>343,837</b>	<b>339,320</b>
<b>Current Operating</b>				
421200 Uniforms	-	-	250	300
423050 Supplies-Education-Grant	2,482	-	-	-
425100 Fuel	991	900	1,000	1,000
426000 Office Supplies	228	1,100	3,600	3,000
431100 Travel-Mileage Reimbursement	-	300	300	300
431200 Travel-Conference/Schools	16	2,500	2,500	2,500
432100 Telephone	3,464	3,800	3,700	3,700
434100 Printing	-	3,000	3,000	3,000
435300 Repairs-Vehicle	1,256	2,000	300	500
449100 Professional Dues	-	-	1,250	1,300
449300 Subscriptions	-	300	300	300
469003 Program Administration	-	-	-	60,000
<b>Current Operating Total</b>	<b>8,438</b>	<b>13,900</b>	<b>16,200</b>	<b>75,900</b>
<b>Transfers</b>				
498022 Interfund Transfer-Fund 220	60,000	46,291	-	-
<b>Transfers Total</b>	<b>60,000</b>	<b>46,291</b>	<b>-</b>	<b>-</b>
	<b>306,319</b>	<b>384,819</b>	<b>360,037</b>	<b>415,220</b>

# Planning & Development Department

## Community Development

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Community Development Administrator	23	1	1	1	
HOME Coordinator	18	1	1	1	
Community Develop Specialist	16	2	2	2	
Housing Rehab Specialist	14	1	1	1	
Community Development Technician	12	1	1	1	
Administrative Secretary	10	1	1	1	
Secretary	09	1	1	1	
<b>Total</b>		<b>8</b>	<b>8</b>	<b>8</b>	

(Note: All positions funded through grants)

### Capital Outlay

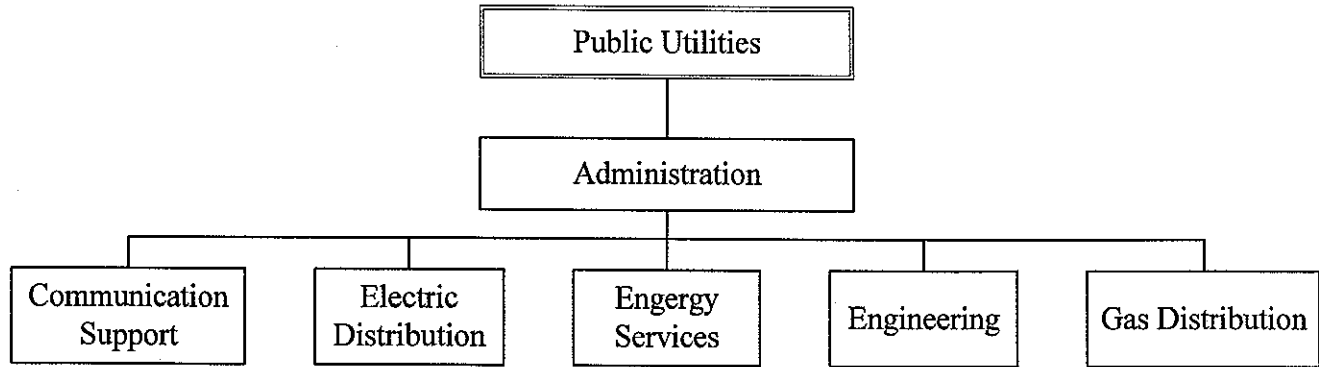
Category/Description

New/Replacement

Amount

# Public Utilities Department

The mission of the Public Utilities Department is to provide efficient, competitive, and responsive electric and gas service for the benefit of all customers. These services provide value to the greater Rocky Mount community by promoting economic prosperity, preserving public health and safety, and ensuring a viable future through responsible utilization of natural resources.



## **Performance Indicators:**

<b>Indicator</b>		<b>Actual 2005-06</b>	<b>Budget 2006-07</b>	<b>Projected 2006-07</b>	<b>Goal 2007-08</b>
1.	Underground primary cable installed (feet)	35,140	50,000	74,000	75,000
2.	Overhead primary cable installed (feet)	50,700	50,000	52,000	52,000
3.	Street lights installed	28	50	24	30
4.	Rental lights installed	233	315	330	300
5.	Poles installed	270	310	336	350
6.	Gas Mains installed (feet)	110,650	60,000	50,000	50,000
7.	Gas meter sets	548	600	598	600
8.	Service orders worked	3,116	3,200	2,950	3,000
9.	Locates performed	11,775	12,000	13,350	14,000
10.	Meter & regulators repaired (gas)	1,826	1,500	2,450	1,500
11.	Air Conditioned Load Management switches installed	68	150	30	150
12.	Water Heater Load Management switches installed	51	100	60	100
13.	Heat Strips Load Management switches installed	6	50	25	50
14.	Radio Control Load Management switches rechecked	419	500	650	500
15.	Test electric meters	1,822	1,900	1,953	2,000
16.	Radio shop repair projects	432	350	550	450
17.	Hit the Peak in Load Management (months)	12	12	12	12
18.	Telephone Service Projects	366	350	393	300

# Public Utilities Department

## Budget Overview

The Public Utilities Department total budget represents 57.43% of the total City Budget. Of this budget, the Electric Fund is 73.49% and the Gas Fund is 26.31%. With 81 employees, Public Utilities represents 8.82% of the total city workforce.

Expenditures by Division	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Administration	233,259	322,027	301,977	365,821
Communication Support Services	600,903	643,222	638,722	692,643
Electric Distribution	73,133,621	82,354,509	78,427,896	77,331,755
Energy Services	1,245,552	1,362,652	1,301,289	1,580,204
Engineering	-	-	-	1,274,942
Electric – Capital Projects	2,100,376	3,197,418	3,143,050	2,076,000
Gas Distribution	31,923,357	27,211,874	29,218,525	29,024,968
Gas Capital Projects	1,074,490	850,000	850,000	900,000
<b>Total</b>	<b>77,313,711</b>	<b>88,111,828</b>	<b>83,812,934</b>	<b>83,321,365</b>

Positions by Division	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Administration	2	3	3	
Energy Services	11	11	11	
Communications Support	3	3	3	
Electric Distribution System Operations	44	44	32	(12)
Engineering	0	0	13	13
Gas Distribution System Operations	21	20	20	
<b>Total</b>	<b>81</b>	<b>81</b>	<b>82</b>	

# Public Utilities Department

## Administration

The Administration Division manages the four utility divisions by monitoring operations and ensuring the efficient and effective provisions of service.

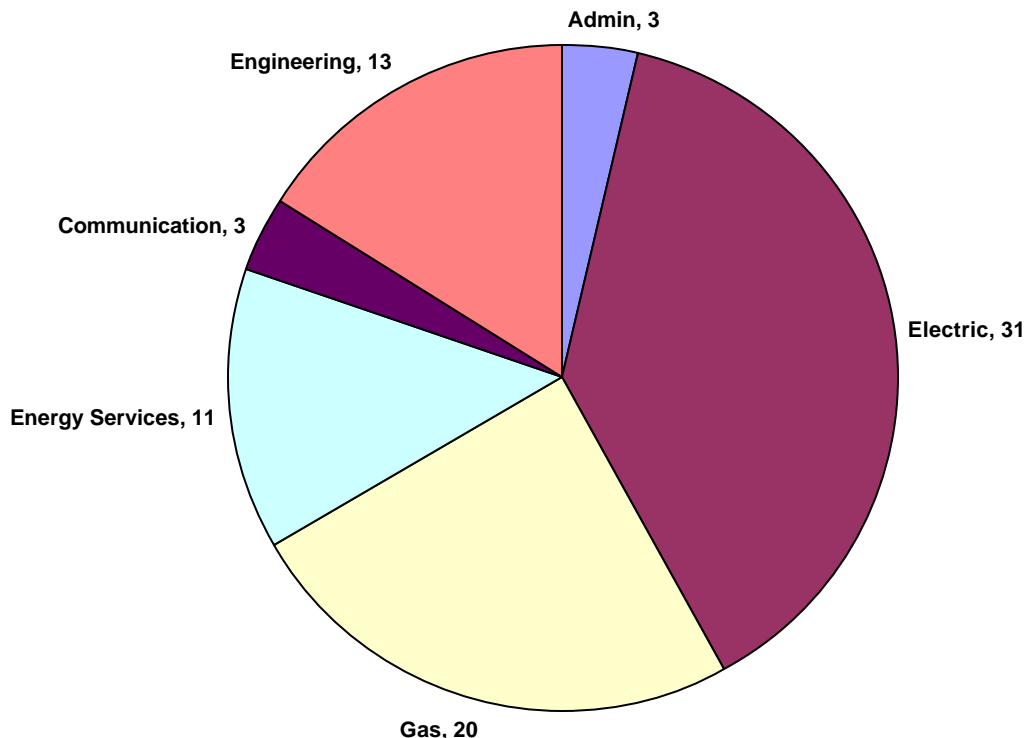
### Prior Year Accomplishments:

- ✍ Developed and implemented long term gas purchasing strategy.
- ✍ Implemented critical capital improvements for the electric and gas distribution systems.
- ✍ Continued to monitor electric and gas system financials ensuring rate sufficiency.
- ✍ Continued to participate on the APGA Board of Directors.

### FY 2007-2008 Initiatives:

- ✍ Identify and implement critical capital improvements for the electric and gas distribution systems.
- ✍ Continue to monitor electric and gas system financials ensuring rate efficiency.
- ✍ Monitor natural gas and electric purchases and evaluate options to reduce purchased energy costs.
- ✍ Continue to participate on the APGA Board of Directors and the NCAMES Board of Directors
- ✍ Initiate next phase of Utilities Strategic Plan process.
- ✍ Expand residential load management program installations and maintenance.

**Public Utilities Department Employees**



# Public Utilities Department

## Administration

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	179,704	265,277	245,227	306,621
Current Operating	53,555	56,750	56,750	59,200
<b>Total</b>	<b>233,259</b>	<b>322,027</b>	<b>301,977</b>	<b>365,821</b>

### Budget Highlights:

- Funds are included to support the administrative function of managing the Public Utilities functions.
- All department telephone expenditures are budgeted in Administration.



## Public Utilities Department - Electric

### Administration

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	142,203	206,118	190,293	237,591
412200 Wages-Overtime	-	2,000	2,000	3,000
412700 Wages-Longevity	1,664	4,408	4,458	4,707
418100 FICA-Employers Share	10,170	15,128	14,264	17,153
418200 Retirement	6,975	10,471	9,637	11,873
418201 Retirement-401K General	5,627	5,938	7,666	9,504
418300 Insurance-Hospital	6,567	12,081	10,329	12,083
418301 Insurance-Life	274	410	380	410
418910 Incentive Allowance	1,807	1,800	1,800	1,800
431400 Travel Allowance	4,417	6,923	4,400	8,500
<b>Personal Services Total</b>	<b>179,704</b>	<b>265,277</b>	<b>245,227</b>	<b>306,621</b>
<b>Current Operating</b>				
423202 Office Supplies	440	500	500	500
426000 Office Supplies	1,772	1,800	1,800	2,000
431100 Travel-Mileage Reimbursement	1,879	2,000	2,000	2,500
432100 Telephone	48,027	50,250	50,250	52,000
434100 Printing	552	1,000	1,000	1,000
435200 Repairs-Equipment	409	600	600	600
449300 Subscriptions	476	600	600	600
<b>Current Operating Total</b>	<b>53,555</b>	<b>56,750</b>	<b>56,750</b>	<b>59,200</b>
	<b>233,259</b>	<b>322,027</b>	<b>301,977</b>	<b>365,821</b>

# Public Utilities Department

## Administration

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Director of Public Utilities	28	1	1	1	
Operations Manager	25	0	1	1	
Department Secretary	12	1	1	1	
<b>Total</b>		<b>2</b>	<b>3</b>	<b>3</b>	

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
-----------------------------	------------------------	---------------

# Public Utilities Department

## Communication Support Services

The Communications Support Services Division provides support to all city departments for their communications needs. This includes the City's 800 MHZ trunking radio system, pager system and the City's telephone system.

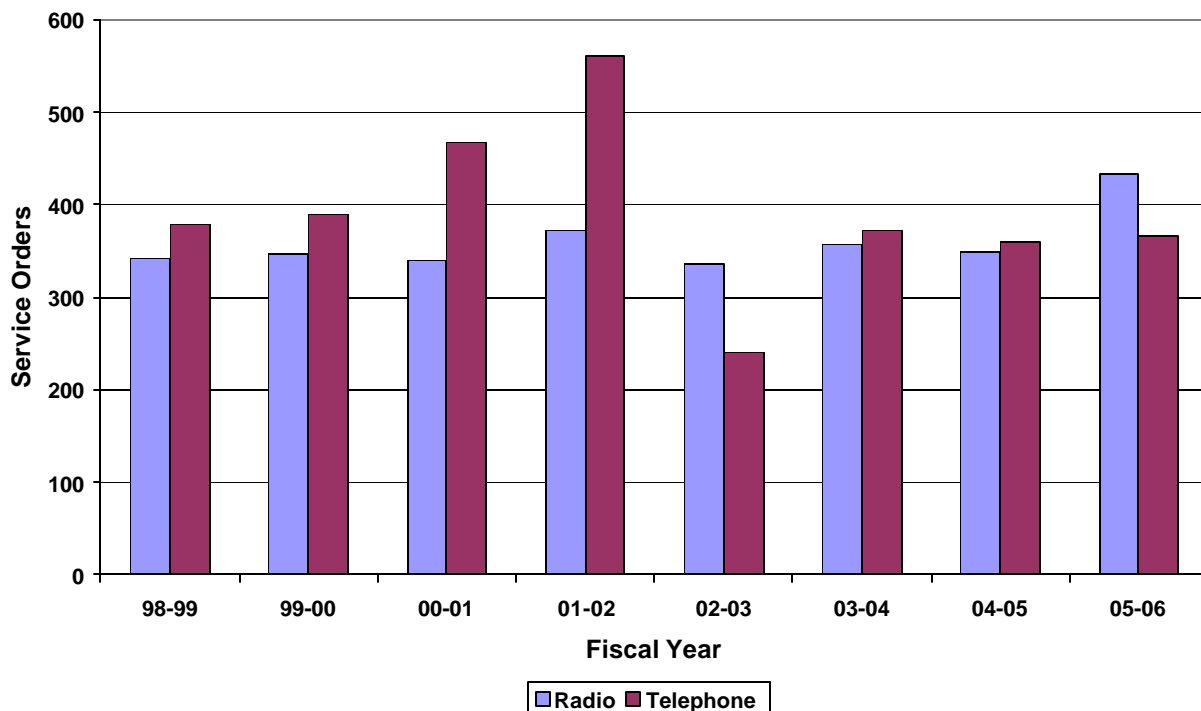
### Prior Year Accomplishments:

- ✍ Established a back up tower site for our 800 MHZ radio system.
- ✍ Performed feasibility study on installing fiber optic remote shelf at Wastewater Treatment plant.
- ✍ Installed fiber optic shelf at the new Fire Safety Building.
- ✍ Maintained all City owned 800 MHZ radios, base stations, pagers, and paging system.
- ✍ Maintain the City owned telephone system.

### FY 2007-2008 Initiatives:

- ✍ Complete installation and testing of the backup radio tower site.
- ✍ Continue the scheduled replacement of approximately 90 radios.
- ✍ Continue to assist with the planning and implementation of a backup Emergency Operations Center.
- ✍ Perform preventative maintenance checks and repairs on all City telephones and radios.
- ✍ Review and prepare billing for radio and phone usage for all City departments.

**Communications  
Technician Service Orders**



# Public Utilities Department

## Communication Support Services

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	186,999	203,822	199,322	203,973
Current Operating	327,278	349,400	350,620	389,700
Fixed Charges & Services	34,633	44,780	44,780	54,100
Capital Outlay	51,993	45,220	44,000	44,870
<b>Total</b>	<b>600,903</b>	<b>643,222</b>	<b>638,722</b>	<b>692,643</b>

### Budget Highlights:

- The division provides service and maintenance of the city telephones and telephone system, 800 MHZ radios and radio system, and pagers and paging system.
- Tower Contracts cover maintenance on the radio tower including routine maintenance and retention guy wires.
- Maintenance and Service Contracts cover service contracts on various telephone equipment including the Siemens telephone switch.
- Telephone covers the City's monthly telephone costs.
- Radio covers the City's monthly radio costs.

## Public Utilities Department - Electric

### Communications Support

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	131,132	131,767	131,767	138,807
412200 Wages-Overtime	6,744	6,000	6,000	6,000
412300 Wages-Standby	7,660	15,700	15,700	15,700
412700 Wages-Longevity	5,265	5,233	5,233	5,552
418100 FICA-Employers Share	11,154	11,560	11,560	11,043
418200 Retirement	7,356	8,740	8,740	7,074
418201 Retirement-401K General	5,795	6,040	6,040	5,553
418300 Insurance-Hospital	9,845	12,081	12,081	12,084
418301 Insurance-Life	268	281	281	240
419800 Consultant	-	2,000	-	-
431400 Travel Allowance	1,506	4,000	1,500	1,500
431600 Cellular Telephone Allowance	275	420	420	420
<b>Personal Services Total</b>	<b>186,999</b>	<b>203,822</b>	<b>199,322</b>	<b>203,973</b>
<b>Current Operating</b>				
421200 Uniforms	282	800	800	800
425100 Fuel	774	1,000	500	1,000
425900 Small Tools	792	1,500	1,000	1,500
426000 Office Supplies	334	500	250	500
429900 Supplies-Miscellaneous	3,088	6,100	6,100	6,100
431100 Travel-Mileage Reimbursement	204	1,000	250	500
431200 Travel-Conference/Schools	-	2,780	6,000	6,000
432100 Telephone	304,335	309,220	309,220	352,300
433000 Utilities	15,175	16,500	16,500	16,500
435000 Repairs-Other	-	1,000	1,000	1,000
435100 Repairs-Building	2,000	7,500	7,500	2,000
435300 Repairs-Vehicle	295	1,500	1,500	1,500
<b>Current Operating Total</b>	<b>327,278</b>	<b>349,400</b>	<b>350,620</b>	<b>389,700</b>
<b>Fixed Charges &amp; Services</b>				
444021 Contracts-Tower	3,930	10,000	10,000	16,100
444030 Contracts-Phone Service	30,703	34,780	34,780	38,000
<b>Fixed Charges &amp; Services Total</b>	<b>34,633</b>	<b>44,780</b>	<b>44,780</b>	<b>54,100</b>
<b>Capital Outlay</b>				
552500 Radio Equipment	31,371	26,000	26,000	44,870
554000 Motor Vehicles	-	19,220	18,000	-
555500 Other Equipment	20,622	-	-	-
<b>Capital Outlay Total</b>	<b>51,993</b>	<b>45,220</b>	<b>44,000</b>	<b>44,870</b>
	<b>600,903</b>	<b>643,222</b>	<b>638,722</b>	<b>692,643</b>

# Public Utilities Department

## Communications Support

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Electronic Communications Supervisor **	18	1	1	1	
Electronic Communications Technician **	16	2	2	2	
<b>Total</b>		<b>3</b>	<b>3</b>	<b>3</b>	

\*\* Report to Utilities Operations Manager

### Capital Outlay

Category/Description

New/Replacement

Amount

# Public Utilities Department

## Electric Distribution

The Electric Division's purpose is to insure the utility customers receive cost effective and reliable electrical service. This Division is responsive to the customers needs and provides services in a timely and consistent manner continuously reviewing and improving services.

Programs within the Electric Division include: Employee Training; Installation of New Electric Facilities; Maintenance of Existing Electric Facilities; Electric Facility Inspections; Right of Way Clearance and Tree Trimming; and Tree Power.

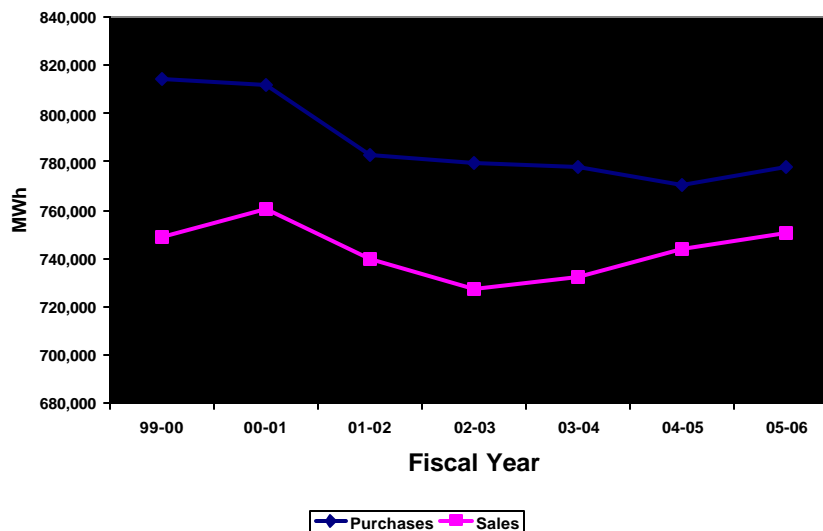
### Prior Year Accomplishments:

- ✍ Constructed express feeder circuit to Reservoir area to provide additional capacity due to high load growth.
- ✍ Initiated program to replace underground electrical cable that is at the end of its usable life and has begun failing.
- ✍ Initiated and completed construction of upgrade to City's point of delivery station.
- ✍ Continued transmission pole replacement program.
- ✍ Designed upgrade of substation 2 low side bus structure and associated circuit breakers and relays.
- ✍ Continued installation of electrical facilities in new subdivisions.
- ✍ Completed next phase of automated meter reading project.
- ✍ Initiated program to install street lighting on N. Wesleyan Blvd.
- ✍ Refurbished Substation 12 main power transformer.

### FY 2007-2008 Initiatives:

- ✍ Construct express feeder along NC 48 to provide backup capacity to the Whitaker Industrial Park.
- ✍ Extend the express feeder in the reservoir area due to high load growth.
- ✍ Continue program to replace underground electrical cable that is at the end of its usable life.
- ✍ Continue to replace decayed wooden poles.
- ✍ Continue transmission pole replacement program.
- ✍ Replace aging copper primary in older areas.
- ✍ Continue installation of electric facilities in new subdivisions.
- ✍ Continue to negotiate revised pole attachment agreements with telecommunication companies.
- ✍ Complete installation of street lighting on Wesleyan Boulevard.

Electric Power Purchases and Sales



# Public Utilities Department

## Electric Distribution

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	2,499,031	2,836,994	2,759,581	2,144,636
Current Operating	63,059,371	70,354,570	66,565,370	66,724,239
Fixed Charges & Services	1,918,245	2,411,390	2,361,390	1,336,669
Capital Outlay	1,077,397	1,416,950	1,406,950	1,380,500
Transfers	1,000,000	1,250,000	1,250,000	1,500,000
Other Expenses	3,579,577	4,084,605	4,084,605	4,245,711
<b>Total</b>	<b>73,133,621</b>	<b>82,666,509</b>	<b>78,427,896</b>	<b>77,331,755</b>

### Budget Highlights:

- Amounts are budgeted for the cost of retiree health insurance.
- Purchase for Resale-Electric provides for the purchase of power from the North Carolina Eastern Municipal Power Agency. Amounts are forecasted based on system demand and historic use.
- Funds are included for Economic Development initiatives.
- Amounts are budgeted for tree trimming, which is essential to provide reliable service.
- Conference and Schools will cover training such as APPA meetings, NCAMES meetings, ElectriCities meetings, and safety and marketing meetings.
- Funds are budgeted for an In Lieu Ad Valorem Tax payment and Reserve for Rate Stabilization, and transfer transfer to the General Fund as per Transfer Policy.



# Public Utilities Department - Electric

## Electric Distribution

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	1,642,206	1,757,105	1,691,528	1,415,421
412200 Wages-Overtime	133,405	143,000	150,000	125,000
412300 Wages-Standby	49,351	57,120	57,120	45,000
412600 Wages-Part Time	10,304	27,000	20,000	-
412700 Wages-Longevity	57,072	57,862	61,979	41,702
418100 FICA-Employers Share	140,168	150,468	146,859	111,541
418200 Retirement	91,539	94,146	95,432	71,317
418201 Retirement-401K General	70,868	73,627	71,973	56,519
418300 Insurance-Hospital	128,735	169,134	163,280	132,926
418301 Insurance-Life	3,351	3,722	3,600	2,410
418302 Insurance-Retirees	50,000	62,500	62,500	62,500
418600 Workers Compensation	24,533	50,000	50,000	50,000
419200 Legal Fees	1,950	8,000	2,000	8,000
419800 Consultant	88,746	175,600	175,600	50,000
431400 Travel Allowance	6,659	7,300	7,300	7,300
431600 Cellular Telephone Allowance	145	410	410	-
<b>Personal Services Total</b>	<b>2,499,031</b>	<b>2,836,994</b>	<b>2,759,581</b>	<b>2,179,636</b>
<b>Current Operating</b>				
421200 Uniforms	13,641	24,000	24,000	22,400
423000 Supplies-Education	5,126	10,000	10,000	9,000
423202 Program Supplies-Employee Recognition	1,996	2,000	2,000	1,400
425100 Fuel	81,448	84,000	84,000	84,000
425900 Fuel	68,559	68,000	68,000	47,000
426000 Office Supplies	2,501	2,600	2,600	1,700
427000 Purchases for Resale	62,076,759	69,250,000	65,500,000	65,600,000
427001 Purchases for Resale-SEPA	168,218	250,000	250,000	250,000
427500 Supplies-Electric	87,392	145,000	120,000	125,000
427501 Supplies-Holiday	7,092	8,000	8,000	8,000
429900 Supplies-Miscellaneous	1	-	-	-
429907 Supplies-Safety	22,217	22,000	22,000	20,000
431100 Travel-Mileage Reimbursement	1,381	1,500	1,500	2,000
431200 Travel-Conference/Schools	24,986	40,000	30,000	36,000
433000 Utilities	24,908	24,000	24,000	28,000
434100 Printing	1,026	1,020	1,020	1,100
435000 Repairs-Other	24,077	20,000	20,000	21,000
435100 Repairs-Building	22,790	5,000	5,000	5,000
435202 Repairs-Radio	19,466	20,000	20,000	22,000
435204 Repairs-Electric Meters	24,801	25,000	25,000	-
435208 Repairs-Transformer-New	20,983	11,000	11,000	-
435300 Repairs-Vehicle	121,101	110,000	110,000	112,000
439600 Economic Development	120,100	128,700	102,000	104,000
439902 Other Services-Small Business	40,500	42,500	42,500	44,000
439903 Other Services-Gateway Partner	73,615	79,150	76,650	83,240
439951 Other-Tree Power Expense	4,464	5,100	5,100	5,100
439954 Memorial Tree Purchases	-	500	500	500
441200 Rental-Right Of Way	225	500	500	2,000
<b>Current Operating Total</b>	<b>63,059,371</b>	<b>70,379,570</b>	<b>66,565,370</b>	<b>66,634,440</b>

## Public Utilities Department - Electric

### Electric Distribution

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Fixed Charges &amp; Services</b>				
439400 Cleaning/Custodial Service	4,741	6,200	6,200	7,500
444023 Contracts-Substation	100,800	150,000	100,000	-
444031 Contracts-Weed Control	50,700	51,000	51,000	15,000
444034 Contracts-Tree Trim	281,303	263,400	263,400	275,000
445600 Damages & Judgements	13,625	20,000	20,000	20,000
471000 Bond Principal	656,470	894,850	894,850	321,889
476000 Lease Payments	-	62,200	62,200	62,200
476001 Lease Payments-Generator	113,812	-	-	-
476004 Lease Payments-Chiller	328,659	328,660	328,660	-
476015 Lease Payments-Building	-	207,000	207,000	207,000
476017 Lease Payments-Breakers/Tr	368,134	344,280	344,280	344,280
476021 Lease Payments-Substation	-	78,000	78,000	78,000
476022 Lease Payments-Trencher	-	5,800	5,800	5,800
<b>Fixed Charges &amp; Services Total</b>	<b>1,918,245</b>	<b>2,411,390</b>	<b>2,361,390</b>	<b>1,336,669</b>
<b>Other Expenses</b>				
449200 Bad Debt Expense	476,379	475,000	475,000	475,000
480000 Administrative Service Charge	2,806,018	2,926,905	2,926,905	2,971,400
480100 Ad Valorem Tax	297,180	332,700	332,700	341,200
499100 Contingency	-	100,000	100,000	100,000
499500 Reserve Rate Stab/Work Cap	-	250,000	250,000	412,910
<b>Other Expenses Total</b>	<b>3,579,577</b>	<b>4,084,605</b>	<b>4,084,605</b>	<b>4,300,510</b>
<b>Transfers</b>				
498011 Interfund Transfer-General Fund	1,000,000	1,250,000	1,250,000	1,500,000
<b>Transfers Total</b>	<b>1,000,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,500,000</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	-	-	-	27,000
554200 Heavy Motorized Equipment	98,652	347,950	267,950	425,000
555500 Other Equipment	60,306	182,800	172,800	-
559601 Dist Lines-Transformer	99,189	100,000	100,000	102,000
559602 Dist Lines-Transformer	152,166	302,000	190,000	194,000
559603 Dist Lines-Meters	72,400	75,000	75,000	-
559604 Dist Lines-Underground	253,112	320,000	275,000	280,000
559605 Dist Lines-Overhead	55,451	85,000	35,000	55,000
559606 Dist Lines-Ovrhd-Re	140,177	132,000	132,000	135,000
559607 Dist Lines-New Service	68,883	52,000	52,000	53,000
559608 Dist Lines-Replace Serv	14,123	10,200	10,200	10,500
559609 Dist Lines-St Lights	35,645	38,000	38,000	39,000
559610 Dist Lines-Cust Lights	27,293	59,000	59,000	60,000
<b>Capital Outlay Total</b>	<b>1,077,397</b>	<b>1,703,950</b>	<b>1,406,950</b>	<b>1,380,500</b>
	<b>73,133,621</b>	<b>82,666,509</b>	<b>78,427,896</b>	<b>77,331,755</b>

# Public Utilities Department

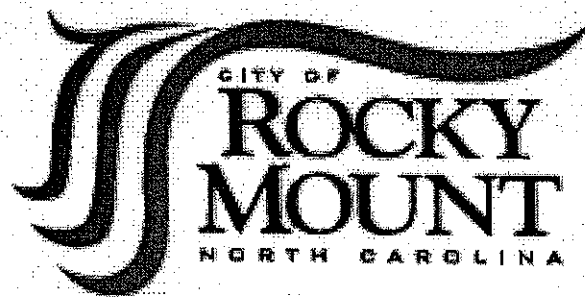
## Electric Distribution

### Staffing Table

	<u>Pay Range</u>	<u>2005-06 Actual</u>	<u>2006-07 Budget</u>	<u>2007-08 Adopted</u>	<u>Difference</u>
Electric Dist Superintendent	24	1	1	1	
Electrical Engineer	23	1	1	0	(1)
Electric Services Supervisor	22	2	2	2	
Electric Line Supervisor	21	5	5	5	
Electric Service Technician II	20	2	2	2	
Substation Technician II	20	1	1	0	(1)
Senior GIS Technician	18	1	1	0	(1)
Electric Line Worker/Lead	18	4	4	4	
Utilities Construction Coordinator	16	1	1	1	
GIS Technician	16	1	1	0	(1)
Utilities Maintenance Repair Supervisor	16	1	1	0	(1)
Electric Line Worker/First Class	17	1	1	1	
Substation Technician I	14	2	2	0	(2)
Electric Meter Repair Supervisor	14	1	1	0	(1)
Electric Service Technician I	13	1	1	0	(1)
Electric Line Worker/Sec Class	15	4	4	10	6
Electric Meter Technician	12	3	3	0	(3)
Electric Line Worker/Third Class	13	8	8	2	(6)
Electric Ground Worker	10	2	2	2	
Electric Line Worker/Apprentice	10	0	1	1	
Utilities Maintenance Aide	09	2	2	0	(2)
<b>Total</b>		<b>44</b>	<b>45</b>	<b>31</b>	<b>(14)</b>

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Public Utilities Department

## Energy Services

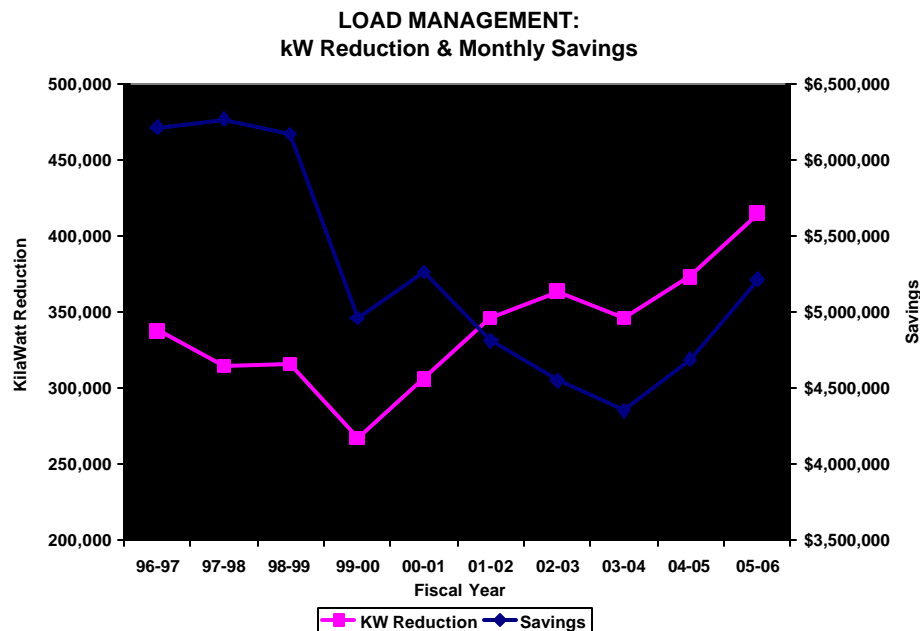
The Energy Services Division is responsible for calculating the monthly electric and gas bills for large industrial and commercial customers, monitoring and controlling the electric load during peak periods, managing the utility dispatch operation, managing the key accounts managing the Builder's Express Program, marketing and strategic planning programs and managing the natural gas sales and acquisition programs.

### Prior Year Accomplishments:

- ✍ Successfully "Hit the Peak" 12 out of 12 months.
- ✍ Increased efforts to market the Load Management Switch Program to residential customers and inspection of existing switches.
- ✍ Continued to participate on project to assess City's Field Services Operations Center space and facilities needs for present and future growth.
- ✍ Continued promotion of natural gas installation in Nashville and Route 97 area.
- ✍ Continued to assist City Administration and Economic Development with recruitment of new industrial and commercial accounts
- ✍ Promoted and installed PURPA generation at qualifying facilities
- ✍ Evaluated Utility Module for MUNIS software system.

### FY 2007-2008 Initiatives:

- ✍ Load manage during the coincident peak hour each of the 12 months.
- ✍ Continue and expand efforts to promote residential load management and testing of existing residential load management switches.
- ✍ Continue participation in project to evaluate City facilities and space needs and long range planning project.
- ✍ Continue evaluation and promotion of economically feasible natural gas expansion projects.
- ✍ Continue to assist City Administration and Economic Development with recruitment of new industrial and commercial accounts.
- ✍ Promote and install PURPA qualified generators at qualifying facilities.
- ✍ Assist with finalizing selection and implementation of new billing and customer service software.
- ✍ Initiate Utilities Strategic Plan process.



# Public Utilities Department

## Energy Services

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	581,133	603,952	556,589	622,204
Current Operating	569,803	633,000	629,000	750,000
Fixed Charges & Services	72,680	125,700	115,700	139,000
Capital Outlay	21,937	-	-	69,000
<b>Total</b>	<b>1,245,552</b>	<b>1,362,652</b>	<b>1,301,289</b>	<b>1,580,204</b>

### Budget Highlights:

- Funds are budgeted for the development and implementation of utility promotions, including Public Power and Public Natural Gas Week, the monthly newsletter, and bill inserts.
- Funds are included for a Key Account Program to foster strong relationships with our major utility customers.
- Amounts are included for load management operations, PCB removal, dispatching and utility marketing.
- Funds are budgeted for the purchase and installation of additional load management switches in customer's homes.

## Public Utilities Department - Electric

### Energy Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	393,130	409,390	354,308	424,425
412200 Wages-Overtime	49,728	61,500	55,000	45,000
412300 Wages-Standby	8,574	10,900	11,000	12,000
412600 Wages-Part Time	4,050	10,000	10,000	9,000
412700 Wages-Longevity	13,089	13,081	14,690	9,752
418100 FICA-Employers Share	35,530	35,680	32,597	34,001
418200 Retirement	22,667	24,570	21,675	21,165
418201 Retirement-401K General	17,813	18,250	15,185	16,975
418300 Insurance-Hospital	30,971	40,270	36,464	44,306
418301 Insurance-Life	799	871	730	850
431400 Travel Allowance	4,116	4,100	4,100	4,100
431600 Cellular Telephone Allowance	666	840	840	630
<b>Personal Services Total</b>	<b>581,133</b>	<b>629,452</b>	<b>556,589</b>	<b>622,204</b>
<b>Current Operating</b>				
421200 Uniforms	924	2,000	2,000	4,900
423000 Uniforms	-	1,000	1,000	1,000
423202 Supplies-Education	708	1,500	500	1,500
425100 Fuel	8,086	12,000	10,000	10,000
425101 Fuel-Diesel	436,848	441,000	480,000	550,000
425900 Small Tools	2,951	4,850	5,000	5,000
426000 Office Supplies	1,580	1,500	1,500	1,500
429900 Supplies-Miscellaneous	1,825	5,000	5,000	7,500
429907 Supplies-Safety	91	500	500	500
431100 Travel-Mileage Reimbursement	455	500	500	1,000
431200 Travel-Conference/Schools	1,673	3,150	3,000	9,000
431202 Strategic Plan	-	-	-	10,000
431700 Use Of License	-	-	-	10,400
432000 Marketing	4,830	10,000	10,000	10,000
432001 Marketing-Utility Promotio	21,987	20,000	20,000	20,000
433000 Utilities	7,009	7,500	7,500	7,500
434100 Printing	106	500	500	500
435100 Repairs-Building	1,000	1,000	1,000	18,700
435200 Repairs-Equipment	60,421	95,000	60,000	60,000
435202 Repairs-Radio	6,848	7,500	7,000	7,000
435208 Repairs-Transformer-New	672	-	-	-
435300 Repairs-Vehicle	5,052	4,500	4,000	4,000
449000 Permits	6,737	10,000	10,000	10,000
<b>Current Operating Total</b>	<b>569,803</b>	<b>629,000</b>	<b>629,000</b>	<b>750,000</b>
<b>Fixed Charges &amp; Services</b>				
439400 Cleaning/Custodial Service	69	-	-	-
444000 Maint & Service Contract	62,747	66,700	75,700	79,000
444024 Contracts-Generator	-	35,000	35,000	45,000
444025 Contracts-PCB Removal	9,864	2,500	5,000	15,000
<b>Fixed Charges &amp; Services Total</b>	<b>72,680</b>	<b>104,200</b>	<b>115,700</b>	<b>139,000</b>

## Public Utilities Department - Electric

### Energy Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Capital Outlay</b>				
554000 Motor Vehicles	21,937	-	-	27,000
555500 Other Equipment	-	-	-	42,000
<b>Capital Outlay Total</b>	<b>21,937</b>	<b>-</b>	<b>-</b>	<b>69,000</b>
	<b>1,245,552</b>	<b>1,362,652</b>	<b>1,301,289</b>	<b>1,580,204</b>



# Public Utilities Department

## Energy Services

### Staffing Table

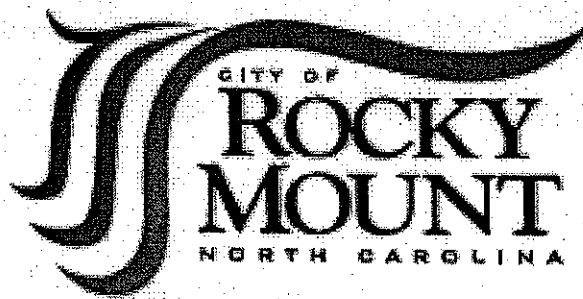
	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Energy Services Manager	23	1	1	1	
Load Management Supervisor	21	1	1	1	
Transformer/Generator Technician II	20	0	1	1	
Utilities Marketing Representative*	18	1	1	1	
Utilities Dispatch Supervisor	15	1	1	1	
Transformer/Generator Technician I	14	3	2	2	
Load Management Technician	14	1	1	1	
Administrative Clerk	09	1	1	1	
Field Service Dispatcher	09	2	2	2	
<b>Total</b>		<b>11</b>	<b>11</b>	<b>11</b>	

### Capital Outlay

Category/Description

New/Replacement

Amount



# Public Utilities Department

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## Engineering

The Engineering Division is responsible for maintaining and upgrading the City's 14 distribution substations and 230 kV point of delivery station; overseeing the electric meter shop, including meter charge outs, meter testing, large industrial/commercial meter reading, and meter data processing; GIS mapping for electric and gas; assisting with the development and implementation of electric distribution projects; and coordinating the activities of the Utilities building maintenance crew.

### Prior Year Accomplishments:

- See Electric Distribution

### FY 2007-2008 Initiatives:

- Perform preventative maintenance and repairs on distribution substations and point of delivery station.
- Complete major upgrades to substations #2 and #10.
- Read meters and provide billing information for the largest commercial and industrial customers.
- Maintain and update the GIS system.
- Continue changing out and testing electric meters.
- Initiate project of repainting residential padmount transformers using summer part-time workers.
- Complete next phase of AMR project.
- Initiate planning, design, and construction of second 230 kV point of delivery station.
- Update electric system long range plan.

# Public Utilities Department

## Engineering

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	-	-	-	834,642
Current Operating	-	-	-	107,300
Fixed Charges & Services	-	-	-	135,000
Capital Outlay	-	-	-	198,000
<b>Total</b>	-	-	-	<b>1,274,942</b>

### Budget Highlights:

- Funds are budgeted for the maintenance and upgrade of electric distribution substations and the 230 kV point of delivery station.
- Funds are budgeted for electric meter installations, replacements, and maintenance.
- Funds are budgeted for repair, refurbishment, and testing of substation and distribution transformers.
- Funds are budgeted for the purchase and replacement of various electric distribution system equipment, including reclosers, capacitors, high voltage switches, regulators, and test equipment.

# Public Utilities Department - Electric

## Engineering

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	-	-	-	524,450
412200 Wages-Overtime	-	-	-	25,000
412300 Wages-Standby	-	-	-	12,400
412600 Wages-Part Time	-	-	-	60,000
412700 Wages-Longevity	-	-	-	15,996
418100 FICA-Employers Share	-	-	-	41,345
418200 Retirement	-	-	-	26,483
418201 Retirement-401K General	-	-	-	20,978
418300 Insurance-Hospital	-	-	-	52,360
418301 Insurance-Life	-	-	-	900
419800 Consultant	-	-	-	50,000
431400 Travel Allowance	-	-	-	4,100
431600 Cellular Telephone Allowance	-	-	-	630
<b>Personal Services Total</b>	-	-	-	<b>834,642</b>
<b>Current Operating</b>				
421200 Uniforms	-	-	-	10,000
423000 Supplies-Education	-	-	-	2,900
423202 Program Supplies-Employee Recognition	-	-	-	600
425900 Small Tools	-	-	-	20,000
426000 Office Supplies	-	-	-	1,000
429900 Supplies-Miscellaneous	-	-	-	1,000
429907 Supplies-Safety	-	-	-	9,000
431100 Travel-Mileage Reimbursement	-	-	-	1,000
431200 Travel-Conference/Schools	-	-	-	20,000
435200 Repairs-Equipment	-	-	-	5,000
435204 Repairs-Equipment	-	-	-	25,800
435208 Repairs-Transformers-New	-	-	-	11,000
<b>Current Operating Total</b>	-	-	-	<b>107,300</b>
<b>Fixed Charges &amp; Services</b>				
444023 Contracts-Substation	-	-	-	135,000
<b>Fixed Charges &amp; Services Total</b>	-	-	-	<b>135,000</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	-	-	-	23,000
555500 Other Equipment	-	-	-	100,000
559603 Dist Lines-Meters	-	-	-	75,000
<b>Capital Outlay Total</b>	-	-	-	<b>198,000</b>
	-	-	-	<b>1,274,942</b>

# Public Utilities Department

## Engineering

### Staffing Table

	<u>Pay Range</u>	<u>2005-06 Actual</u>	<u>2006-07 Budget</u>	<u>2007-08 Adopted</u>	<u>Difference</u>
Electrical Engineer	23	0	0	1	1
Substation Technician II	20	0	0	1	1
Senior GIS Technician	18	0	0	1	1
GIS Technician	16	0	0	1	1
Utilities Maintenance Repair Supervisor	16	0	0	1	1
Substation Technician I	14	0	0	2	2
Electric Meter Repair Supervisor	14	0	0	1	1
Electric Service Technician I	13	0	0	1	1
Electric Meter Technician	12	0	0	3	3
Utilities Maintenance Aide	09	0	0	2	2
<b>Total</b>		<b>0</b>	<b>0</b>	<b>13</b>	<b>13</b>

### Capital Outlay

Category/Description

New/Replacement

Amount

# Public Utilities Department

## Gas Distribution

The Gas Distribution Division provides cost effective, reliable and safe gas service to the customers in Rocky Mount and surrounding areas. Through regular maintenance and repair, system expansion and responsive service, the Gas Division strives to meet customer's needs.

Programs within the Gas Distribution Division include: System Engineering and Project Management; Installation of New Gas Facilities; Maintenance of Existing Gas Facilities; Gas Facility Inspections; Meter Installation and Repair.

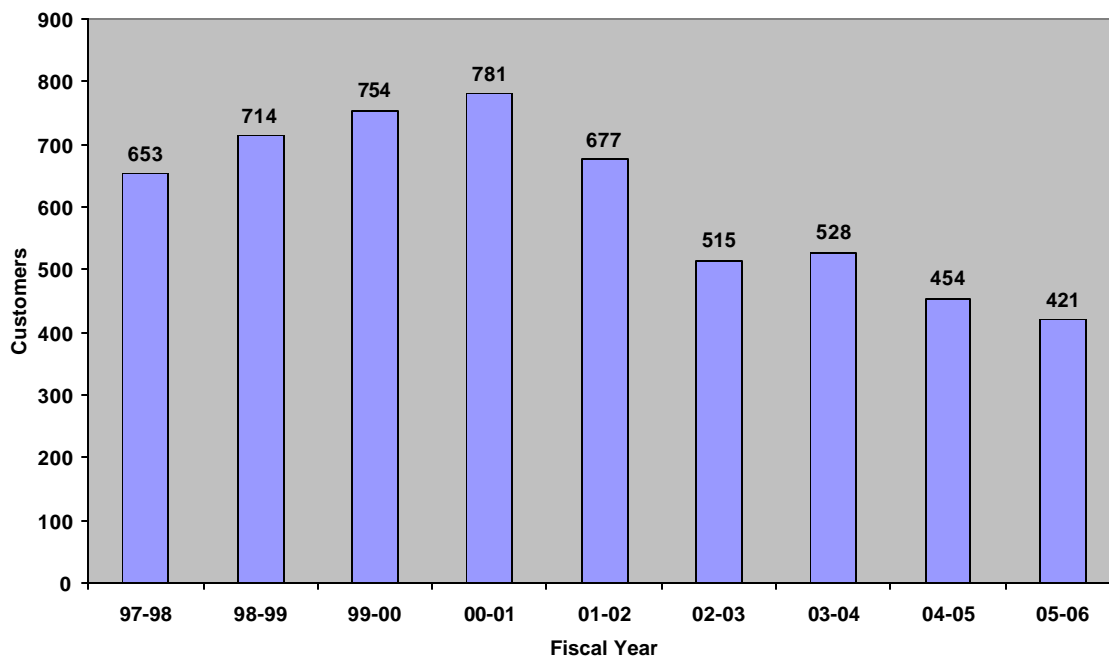
### Prior Year Accomplishments:

- ✍ Completed all federal and state required annual system inspections and leak surveys.
- ✍ Continued to replace the obsolete low-pressure cast iron mains with high-pressure polyethylene gas mains.
- ✍ Continued to market natural gas for new commercial and industrial applications.
- ✍ Continued expansion of natural gas system in Nashville and Route 97 areas.
- ✍ Completed next phase of automated meter reading project.
- ✍ Revise gas line extension policy.

### FY 2007-2008 Initiatives:

- ✍ Complete all federal and state required annual system inspections and leak surveys.
- ✍ Continue to replace the obsolete low-pressure cast iron mains with high-pressure polyethylene gas mains.
- ✍ Continue to market natural gas for new commercial and industrial applications.
- ✍ Continue expansion of natural gas system on West Mount Drive and Bend of River Road.
- ✍ Complete next phase of automated meter reading project.

## New Gas Customer Growth



# Public Utilities Department

## Gas Distribution

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	1,147,364	1,232,813	1,142,664	1,222,981
Current Operating	26,858,460	22,023,250	24,157,550	23,902,420
Fixed Charges & Services	265,368	341,830	304,330	153,037
Other Expenses	2,335,977	2,350,981	2,250,981	2,411,530
Transfers	1,000,000	900,000	900,000	1,125,000
Capital Outlay	316,188	363,000	363,000	335,000
<b>Total</b>	<b>31,923,357</b>	<b>27,211,874</b>	<b>29,218,525</b>	<b>29,149,968</b>

### Budget Highlights:

- Gas supplies are used for the construction and maintenance of the natural gas distribution system.
- Funds are provided for training opportunities such as APGA and SGA meetings and seminars.
- Funds are provided for employee certification and accreditation by NACE for cathodic protection and for Department of Transportation required Operator Qualification.
- Funds are budgeted for an In Lieu Ad Valorem Tax payment and Reserve for Working Capital and economic development initiatives.
- Funds are provided for natural gas promotion and Builder Incentive Initiatives.
- Funds are provided for the continued replacement of low pressure cast iron gas mains.



## Public Utilities Department - Gas

### Gas Distribution

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	752,619	772,553	717,236	777,181
412200 Wages-Overtime	60,813	68,000	68,000	68,000
412300 Wages-Standby	25,002	25,000	25,000	25,000
412600 Wages-Part Time	-	2,000	4,500	9,000
412700 Wages-Longevity	24,449	24,378	24,378	23,150
418100 FICA-Employers Share	63,296	68,279	60,014	61,226
418200 Retirement	42,107	43,798	39,990	39,217
418201 Retirement-401K General	32,961	35,677	31,292	31,088
418300 Insurance-Hospital	67,170	84,567	78,884	80,559
418301 Insurance-Life	1,540	1,741	1,550	1,740
418302 Insurance-Retirees	50,000	62,500	62,500	62,500
418600 Workers Compensation	4,839	10,000	10,000	10,000
419200 Legal Fees	13,437	25,000	10,000	25,000
431400 Travel Allowance	8,823	8,900	8,900	8,900
431600 Cellular Telephone Allowance	307	420	420	420
<b>Personal Services Total</b>	<b>1,147,364</b>	<b>1,232,813</b>	<b>1,142,664</b>	<b>1,222,981</b>
<b>Current Operating</b>				
421001 Signs	308	4,500	4,500	2,000
421200 Uniforms	5,240	10,000	10,000	15,000
423202 Program Supplies-Employee Recognition	816	1,500	500	1,500
423301 Accreditation/Certification	4,804	6,000	6,000	6,500
425100 Fuel	39,075	42,000	42,000	42,000
425900 Small Tools	7,972	22,000	22,000	22,000
426000 Office Supplies	3,418	4,000	4,000	4,000
427000 Purchases for Resale	26,372,355	21,400,000	23,590,000	23,275,000
429000 Supplies-Gas	129,089	100,000	75,000	100,000
429900 Supplies-Miscellaneous	929	-	-	-
429907 Supplies-Safety	2,050	4,000	4,000	3,200
431100 Travel-Mileage Reimbursement	2,190	2,500	2,500	3,000
431200 Travel-Conference/Schools	4,215	14,500	14,500	16,000
432000 Marketing	12,941	20,000	20,000	20,000
433000 Utilities	14,598	20,000	20,000	16,000
434100 Printing	1,069	1,500	1,500	1,500
435000 Repairs-Other	2,197	8,000	8,000	8,000
435100 Repairs-Building	7,661	5,000	5,000	5,000
435202 Repairs-Radio	12,452	12,400	12,400	9,800
435300 Repairs-Vehicle	50,246	50,000	50,000	50,000
439600 Economic Development	32,550	43,700	43,700	46,200
439602 Economic Development	-	25,000	25,000	25,000
439900 Other Services	27,777	50,000	25,000	50,000
439902 Other Services-Small Business	40,500	42,500	42,500	44,000
439903 Other Services-Gateway Partnership	73,615	79,150	76,650	83,420
441200 Rental-Right Of Way	200	2,500	300	300
449100 Professional Dues	10,194	12,500	12,500	13,000
449900 Miscellaneous Expense	-	40,000	40,000	40,000
<b>Current Operating Total</b>	<b>26,858,460</b>	<b>22,023,250</b>	<b>24,157,550</b>	<b>23,902,420</b>

## Public Utilities Department - Gas

### Gas Distribution

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Fixed Charges &amp; Services</b>				
439400 Cleaning/Custodial Service	3,473	5,000	5,000	5,000
444000 Maint & Service Contract	51,898	50,000	15,000	14,000
445000 Insurance	30,000	30,000	30,000	30,000
445600 Damages & Judgements	4,939	7,500	5,000	7,500
471000 Bond Principal	175,058	238,630	238,630	85,837
476000 Lease Payments	-	5,200	5,200	5,200
476022 Lease Payments-Trencher	-	5,500	5,500	5,500
<b>Fixed Charges &amp; Services Total</b>	<b>265,368</b>	<b>341,830</b>	<b>304,330</b>	<b>153,037</b>
<b>Other Expenses</b>				
449200 Bad Debt Expense	222,815	250,000	250,000	225,000
480000 Administrative Service Charge	1,959,047	1,989,631	1,989,631	2,019,330
480100 Ad Valorem Tax	54,115	61,350	61,350	67,200
499100 Contingency	-	50,000	50,000	100,000
499500 Reserve Rate Stab/Work Cap	100,000	-	-	-
<b>Other Expenses Total</b>	<b>2,335,977</b>	<b>2,350,981</b>	<b>2,350,981</b>	<b>2,411,530</b>
<b>Transfers</b>				
498011 Interfund Transfer-General Fund	1,000,000	900,000	900,000	1,125,000
<b>Transfers Total</b>	<b>1,000,000</b>	<b>900,000</b>	<b>900,000</b>	<b>1,125,000</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	34,225	25,000	25,000	-
554200 Heavy Motorized Equipment	142,900	185,000	185,000	205,000
555500 Other Equipment	8,863	28,000	28,000	5,000
555502 Other Equipment-Meters	127,110	125,000	125,000	125,000
559600 Distribution Lines	3,090	-	-	-
<b>Capital Outlay Total</b>	<b>316,188</b>	<b>363,000</b>	<b>363,000</b>	<b>335,000</b>
	<b>31,923,357</b>	<b>27,211,874</b>	<b>29,218,525</b>	<b>29,149,968</b>

# Public Utilities Department

## Gas Distribution

### Staffing Table

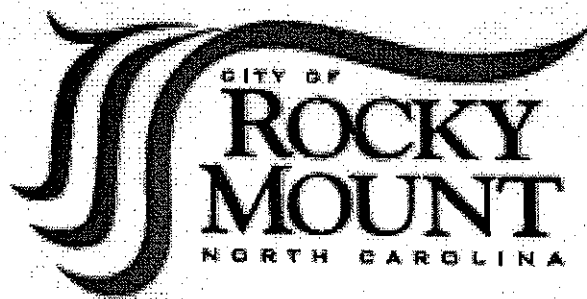
	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Gas System Superintendent	23	1	1	1	
Gas Services Supervisor	21	1	1	1	
Gas System Engineer	22	1	1	1	
Gas Line Technician	16	0	0	0	
Gas Compliance Coordinator	15	2	2	2	
Gas Meter Repair Supervisor	14	1	1	1	
Gas Pipeline Supervisor	13	3	2	2	
Gas Service Technician	13	3	3	3	
Gas Meter Technician	12	3	3	3	
Gas Pipefitter II	12	0	0	0	
Utilities Locator	12	2	2	2	
Gas Service Worker II	11	1	1	1	
Gas Pipefitter I	10	0	0	0	
Gas Service Worker I	09	3	3	3	
<b>Total</b>		<b>21</b>	<b>20</b>	<b>20</b>	

### Capital Outlay

#### Category/Description

#### New/Replacement

#### Amount



# Public Utilities

## Capital Projects

The Public Utilities Capital Projects (electric and gas systems) are one of the largest expenditure categories, representing almost one-quarter of the proposed Capital Improvements Program. Projects include improvements and expansion of the electric and gas systems through transmission, distribution and service projects. The capital projects for the gas and electric system are the responsibility of their respective funds. These projects are grouped within Public Utilities as their operational department.

Fiscal Year	Expenditures - Electric Fund	Expenditures - Gas Fund
2007-2008	\$2,076,000	\$900,000

## Expenditures

**Electric** – Funds are recommended for continued updating and maintenance of the GIS and Dispatching system (\$65,000). Funds are recommended for distribution system improvements (\$150,000) and for transmission pole replacement (\$125,000). There is \$150,000 recommended for radio systems improvement. Funds are recommended for continuing the load management program (\$100,000) and for an automated meter-reading project (\$150,000).

**Gas** - Funds are recommended for the continuation of the automated meter-reading project (\$100,000). There is \$300,000 recommended for new mains and \$150,000 for new service lines, which will be used for new customers throughout the City and \$100,000 for new territory. Funds are also included for our continuing program to replace cast iron pipes in older areas of the City (\$250,000).

# Public Utilities

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## **Project Description and Impact – Electric**

**Automated Meter Reading** – This project involves a multi-year project to replace electric meters with a meter capable of being read electronically. Costs are reduced thru staffing, accuracy of readings should improve, and it eliminates access problems.

**Radio System Improvements** – This project provides for the systematic replacement of radios within the City. Dependable and reliable communications are essential for all city departments to run efficiently.

**Load Management Program** – These funds will be used to purchase new equipment for our load management and peak shaving program. This program assists in lowering the coincidental peak, which substantially lowers the City's cost of electricity. In FY 2005, the use of generation equipment and load management switches saved the City approximately \$4,691,000 and is estimated to save \$4,900,000 in FY 2006.

**Second Point of Delivery Station** – This project includes planning, design, land acquisition, and construction of a second point of delivery station used to pull power from transmission lines and distribute it across the municipal grid. Load growth projections indicate this will be needed in the next 5 to 15 years, and changes in Power Agency policy necessitate the establishment of this facility by 2010 in order to ensure minimal costs.

**Substation Rebuild** - This project involves the rebuilding of components at Substation #2, which are over 40 years old and well past the end of their predicted useful life.

**Street Light Improvements** – This project involves the lighting of our streets according to North Carolina Department of Transportation standards. With the installation of streetlights, the City is responsible for their utility charges and maintenance. Due to the extensive size of the street light system, small additions such as this will have minimal impact on the operating budget.

**New Distribution Lines** – The project provides for improvements to distribution circuits by extending feeders, replacing inadequate systems, and replacing bad poles. By performing these improvements, the City may lower its risk in case of an accident and improve service reliability to its customers.

*Note: More detail about each of these projects may be found in the Capital Improvement Program found under a separate cover.*

## Public Utilities Department - Electric

### Electric Capital

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Current Operating</b>				
444052 LRP08 Long Range Plan Elec	-	-	-	50,000
444052 SEC08 Sectionalizing Plan	-	-	-	75,000
444053 Mapping	-	136,100	136,100	-
469500 Grant Match	16,500	-	-	-
<b>Current Operating Total</b>	<b>16,500</b>	<b>136,100</b>	<b>136,100</b>	<b>125,000</b>
<b>Transfers</b>				
498028 Interfund Transfer-Fund 280	-	200,000	-	-
<b>Transfers Total</b>	<b>-</b>	<b>200,000</b>	<b>-</b>	<b>-</b>
<b>Capital Outlay</b>				
552000 Computer Equipment	72,183	65,000	65,000	65,000
552001 Computer Software	3,048	-	-	-
552500 Radio Equipment	310,864	144,500	150,000	150,000
555000 Office Equipment	201,741	-	-	-
555502 Other Equip-Meters	-	150,000	150,000	150,000
555601 Elec Equip-Generator	340,893	-	-	-
555604 Elec Equip-Load Mgmt	-	50,000	50,000	100,000
555607 Electric Equip-Sub 2	-	50,000	50,000	686,000
555616 Electric Equip-Sub 11	-	515,200	410,200	-
555617 Electric Equip-Sub 12	45,599	218,390	254,400	-
557000 Land	-	150,000	150,000	375,000
558000 Buildings, Structures, Improvements	6,149	50,000	50,000	-
559000 Other Structures, Improvements	858,665	783,570	330,000	-
559002 Other Structures, Improvements	(2,849)	-	-	-
559600 Distribution Lines	77,644	-	-	50,000
559600 FDR06 Express Feeder	169,938	197,350	197,350	-
559607 Dist Lines-New Service	-	195,000	200,000	150,000
559609 Dist Lines-St Lights	-	2,308	800,000	100,000
559614 Dist Lines- Trans Poles	-	210,000	150,000	125,000
<b>Capital Outlay Total</b>	<b>2,083,876</b>	<b>2,781,318</b>	<b>3,006,950</b>	<b>1,951,000</b>
	<b>2,100,376</b>	<b>3,117,418</b>	<b>3,143,050</b>	<b>2,076,000</b>

# Public Utilities

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## **Project Description and Impact – Gas**

**Automated Meter Reading** – This project involves a multi-year project to replace gas meters with a meter capable of being read electronically. Costs are reduced thru staffing, accuracy of readings should improve, and it eliminates access problems.

**Equipment** – This project will provide funds for new and replacement equipment necessary for the installation and maintenance of natural gas mains and services. For next year, funding is provided to replace a trencher and crew truck.

**New Mains** – The project will provide for the construction of new mains within our service territory. This project will have minimal operating budget impact.

**Cast Iron Pipe Replacement** – This project will provide for the replacement of cast iron gas pipes. The cast iron pipes are over 100 years old and cause problems for the gas system due to leaks and difficulty with stabilization. This is an eight-year project to replace all of the existing cast iron pipes.

**New Service** – These funds will used to install additional service lines to residential, commercial and industrial customers. With the expansion of the gas service area and the subsequent addition of new customers, the City will received additional revenues from gas sales and will have additional gas purchases. The amount of these gas sales and purchases is difficult to estimate due to the weather sensitivity of these items.

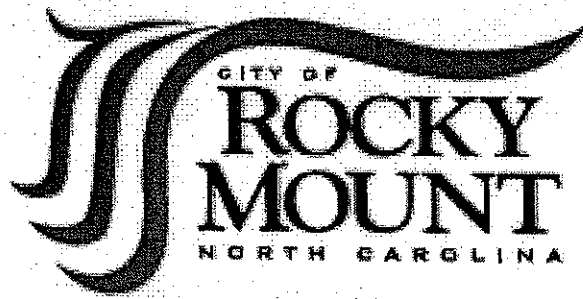
*Note: More detail about each of these projects may be found in the Capital Improvement Program found under a separate cover.*



## Public Utilities Department - Gas

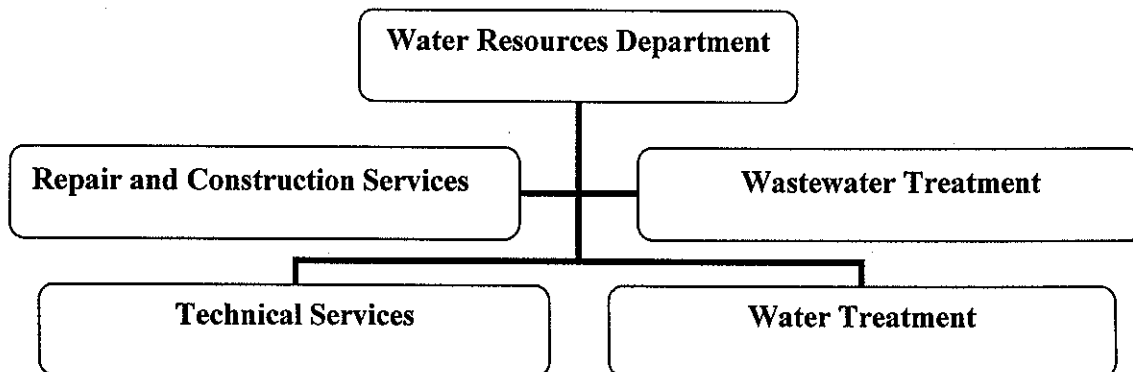
### Gas Capital

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	7,489	-	-	-
<b>Fixed Charges &amp; Services Total</b>	<b>7,489</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Capital Outlay</b>				
555000 Office Equipment	131,471	-	-	-
555502 Other Equipment-Meters	-	100,000	100,000	100,000
559600 Distribution Lines	331,846	300,000	300,000	300,000
559607 Dist Lines-New Service	149,921	150,000	150,000	150,000
559608 Dist Lines-Replace Ser	453,763	200,000	200,000	250,000
559615 Dist System Expansion	-	100,000	100,000	100,000
<b>Capital Outlay Total</b>	<b>1,067,000</b>	<b>850,000</b>	<b>850,000</b>	<b>900,000</b>
	<b>1,074,490</b>	<b>850,000</b>	<b>850,000</b>	<b>900,000</b>



# Water Resources Department

The mission of the Water Resources Department is to produce and distribute potable water for domestic and commercial use and to collect, treat and dispose of domestic and commercial wastewater. These services provide value to the greater Rocky Mount community by promoting economic prosperity, preserving public health and safety, and ensuring a viable future through responsible utilization of financial and natural resources.



## Performance Indicators:

Indicator	Actual 2005-06	Budget 2006-07	Projected 2006-07	Goal 2007-08
1. Months of compliance with all permits	12	12	11	12
2. Raw water treated (millions of gallons)	4,136	4,633	4,152	4,212
3. Process control analyses made	27,000	27,000	27,000	27,000
4. Service actions taken (WTP Lab)	100	120	150	120
5. Total sludge land applied (MG)	2.219	0.950	3.396	3.4000
6. Total sludge dewatered (MG)	3.600	3.80	6.232	6.300
7. Water meters replaced	500	5,000	2,000	2,500
8. Fire hydrants flushed	2,200	2,200	2,200	2,200
9. Discolored water complaints	100	100	100	100
10. Total service requests	6,000	5,000	6,000	6,000
11. Water main breaks	140	100	130	100
12. Sewer mains cleaned (feet)	200,000	250,000	275,000	250,000
13. Sewer mains TV'ed (feet)	200,000	200,000	225,000	200,000
14. Manholes rehabilitated	120	200	100	100
15. Wastewater treated (millions of gallons)	3,708	4,500	4,620	4,750
16. Industrial samples collected	3,000	3100	3,150	3,300
17. Other samples collected (WWTP)	6,300	7,300	6,400	6,700
18. WWTP QC analyzed	11,964	15,500	13,400	15,000
19. Laboratory values reported (WWTP)	26,600	33,000	29,000	32,500
20. BioSolids land applied (millions of gallons)	10.5	9.5	10.7	10.0
21. BioSolids land applied (dry solids, tons)	1,298	1,180	1,100	1,200

# Water Resources Department

## Budget Overview

The Water Resources Department is funded from the Water and Sewer Funds and represents 11.78% of the total City Budget. Of this budget, the Water Fund is 44.97% and the Sewer Fund is 55.03%. With 98.3 employees, the department has 10.57% of the total employees in the City.

Expenditures by Division	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Administration	3,507	(6,500)	(9,950)	-
Technical Services	(74,673)	(17,830)	(86,925)	-
Water Treatment	6,180,759	6,775,837	6,781,910	7,022,659
Water Services	2,554,906	2,437,381	2,407,484	2,486,072
Water – Capital Projects	2,068,226	2,755,950	2,725,866	945,000
Wastewater Treatment	6,934,432	7,779,109	7,507,855	7,791,050
Sewer Services	2,452,283	2,623,289	2,555,549	2,766,586
Sewer – Capital Projects	2,803,810	5,321,875	5,193,055	2,236,000
<b>Total</b>	<b>22,923,250</b>	<b>27,669,111</b>	<b>27,074,844</b>	<b>23,257,367</b>

Positions by Division	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Administration	1 1/3	1 1/3	1 1/3	
Technical Services	12	12	12	
Water Treatment	23 ½	23 ½	23 ½	
Water and Sewer Services	35	35	35	
Wastewater Treatment	26 ½	26 ½	26 ½	
<b>Total</b>	<b>98 1/3</b>	<b>98 1/3</b>	<b>98 1/3</b>	

# Water Resources Department

## Administration

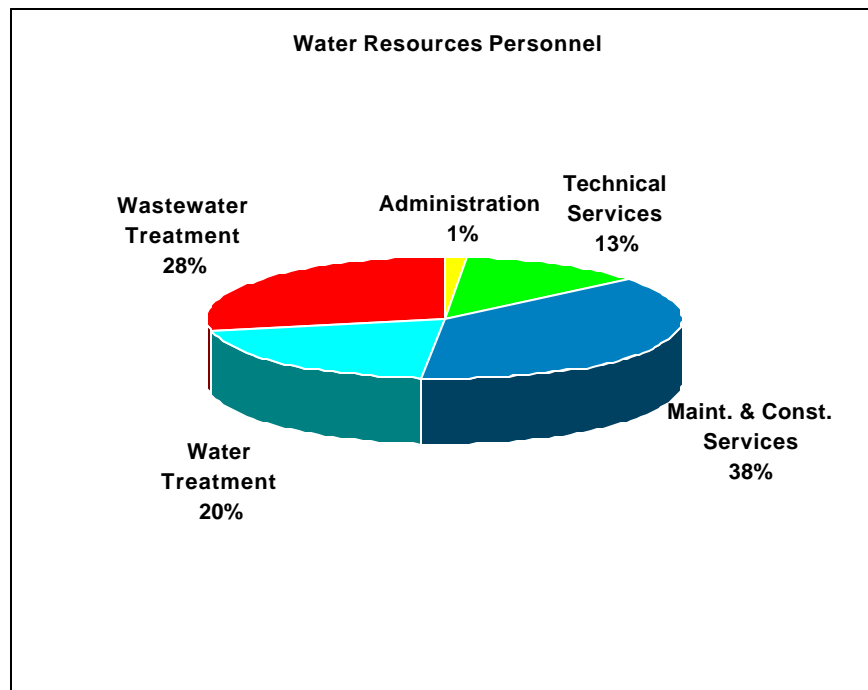
Administration is charged with managing, planning and developing programs and activities of the divisions of the Water Resources Department in compliance with City policies and with State and Federal permits and regulations.

### Prior Year Accomplishments:

- ✍ Continued to participate actively in Tar-Pamlico Basin Association, serving as Treasurer.
- ✍ Served on the League of Municipalities Regulatory Advisory.
- ✍ Supervised major capital projects at Water Treatment and Wastewater Treatment Plants
- ✍ Continued to review development plans for Water Resources comments. Lead departmental team in our part of MUNIS software installation.

### FY 2007-2008 Initiatives:

- ✍ Participate in response to Industrial Development questions and plan review of CRM proposed development.
- ✍ Assist Basin Association with start of Basin-wide sampling program.
- ✍ Actively participate in committees with NC League of Municipalities as requested.
- ✍ Continue to administer Water Resources Department to meet plans and objectives.



# Water Resources Department

## Administration

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	145,405	149,354	148,154	181,116
Current Operating	3,589	5,200	2,950	17,700
Other Expenses	(145,488)	(161,054)	(161,054)	(198,816)
<b>Total</b>	<b>3,507</b>	<b>(6,500)-</b>	<b>(9,950)</b>	<b>-</b>

### Budget Highlights:

- Funds are budgeted for employee recognition through the F.O.C.U.S. program.
- Advertising will cover the cost of City Page and other newspaper advertising or public notices as required.
- Funds are included for updating of Utilities Strategic Plan.

# Water Resources Department - Water

## Administration

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	112,654	113,861	113,861	120,711
412700 Wages-Longevity	5,238	5,387	5,387	5,722
418100 FICA-Employers Share	8,124	8,270	8,270	8,677
418200 Retirement	5,823	5,843	5,843	6,196
418201 Retirement-401K General	4,544	4,770	4,770	4,829
418300 Insurance-Hospital	4,378	5,369	5,369	5,371
418301 Insurance-Life	228	254	254	210
419400 Engineering Fees	-	-	-	25,000
431400 Travel Allowance	4,417	4,400	4,400	4,400
439300 Temporary Help Services	-	1,200	-	-
<b>Personal Services Total</b>	<b>145,405</b>	<b>149,354</b>	<b>148,154</b>	<b>181,116</b>
<b>Current Operating</b>				
423202 Miscellaneous Expense	-	-	-	200
426000 Office Supplies	438	400	200	400
431100 Travel-Mileage Reimbursement	401	700	450	500
431200 Travel-Conference/Schools	830	500	300	3,000
431202 Strategic Plan	-	-	-	10,000
432000 Marketing	-	800	200	800
432100 Telephone	434	450	450	500
434100 Printing	654	500	100	500
435200 Repairs-Equipment	-	100	100	100
435202 Repairs-Radio	397	450	450	400
439100 Advertising	-	800	200	800
449100 Professional Dues	436	500	500	500
<b>Current Operating Total</b>	<b>3,589</b>	<b>5,200</b>	<b>2,950</b>	<b>17,700</b>
<b>Other Expenses</b>				
480062 Administrative Service Charge	(72,744)	(80,527)	(80,527)	(99,408)
480063 Administrative Service Charge	(72,744)	(80,527)	(80,527)	(99,408)
<b>Other Expenses Total</b>	<b>(145,488)</b>	<b>(161,054)</b>	<b>(161,054)</b>	<b>(198,816)</b>
	<b>3,507</b>	<b>(6,500)</b>	<b>(9,950)</b>	<b>-</b>

# Water Resources Department

## Administration

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Director of Water Resources	27	1	1	1	
Department Secretary*	12	1/3	1/3	1/3	
<b>Total</b>		<b>1 1/3</b>	<b>1 1/3</b>	<b>1 1/3</b>	

\*position shared with Public Works Administration and Stormwater.

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
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# Water Resources Department

## Technical Services

The Technical Services Division provides analytical and other technical services for water treatment and distribution divisions and for wastewater collection and treatment divisions.

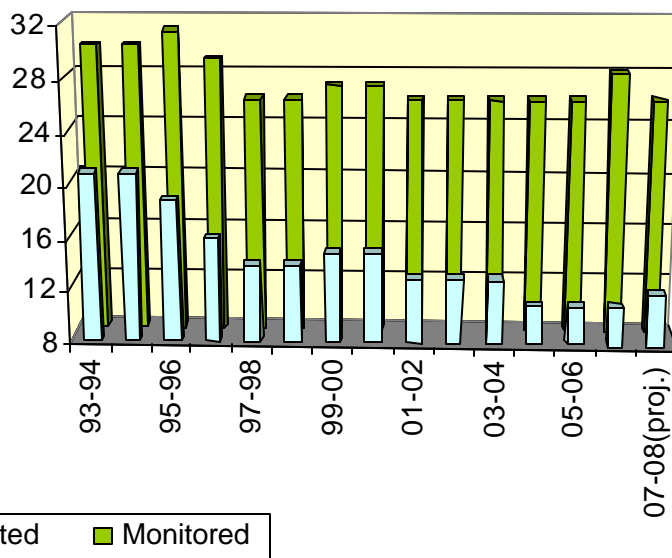
### Prior Year Accomplishments:

- ✍ Worked with Basin Association to implement basin-wide sampling/monitoring program.
- ✍ Performed Triennial Synthetic Organic Chemical water sampling.
- ✍ Set up and began training on new ICP/GF-AA.
- ✍ Completed pre-treatment headworks calculations and submit to DENR for approval.
- ✍ Continued to work with non-compliant S/U's to achieve full compliance.
- ✍ Implemented sample tracking system in WINLIMS software.
- ✍ Continued to promote career ladder for analysts.

### FY 2007-2008 Initiatives:

- ✍ Revise City Sewer Use Ordinance to meet State requirements.
- ✍ Improve recruiting and obtain full staffing.
- ✍ Implement Lab Information Management System.
- ✍ Implement routine operations of ICP-AA.
- ✍ Advance training of analysts to assist in pretreatment programs and compliance responsibilities.
- ✍ Promote Career Ladder use for analysts.
- ✍ Look for new opportunities to support Water Resources divisions and improvement communication on Technical Program Support.

### Industrial Pretreatment Program



# Water Resources Department

## Technical Services

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	541,643	604,620	550,325	644,726
Current Operating	85,381	104,700	103,100	103,900
Fixed Charges & Services	73,380	119,200	111,000	128,500
Other Expenses	(796,596)	(885,020)	(885,020)	(919,126)
Capital Outlay	21,519	38,670	33,670	42,000
<b>Total</b>	<b>(74,673)</b>	<b>(17,830)</b>	<b>(86,925)</b>	<b>-</b>

### Budget Highlights:

- Amounts are included to cover materials and supplies for laboratory operations.
- Funds are included for maintenance and service contracts on laboratory equipment. Laboratory service contracts increase due to new monitoring requirements at both water plants and wastewater plants.
- Funds are provided for Pretreatment Program expenses. Related revenue is also budgeted.
- Funds are provided to begin Water Quality evaluation at Tar River Reservoir. This program will take several years to complete.

# Water Resources Department - Water

## Technical Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	411,287	435,694	401,775	479,134
412200 Wages-Overtime	2,597	7,000	5,000	5,000
412600 Wages-Part Time	2,863	17,200	13,000	13,000
412700 Wages-Longevity	8,805	10,023	9,098	9,620
418100 FICA-Employers Share	32,587	37,383	32,904	37,390
418200 Retirement	20,814	23,808	20,361	23,950
418201 Retirement-401K General	15,591	19,438	15,661	19,166
418300 Insurance-Hospital	34,385	43,324	41,356	48,336
418301 Insurance-Life	831	940	860	820
418600 Workers Compensation	3,874	4,500	5,000	3,000
419000 Professional Services	225	-	-	-
431400 Travel Allowance	3,996	5,100	5,100	5,100
431600 Cellular Telephone Allowance	139	210	210	210
439300 Temporary Help Services	3,649	-	-	-
<b>Personal Services Total</b>	<b>541,643</b>	<b>604,620</b>	<b>550,325</b>	<b>644,726</b>
<b>Current Operating</b>				
421200 Uniforms	148	1,000	1,000	1,000
423301 Accreditation/Certification	2,720	3,200	3,200	3,300
425100 Fuel	2,980	3,500	3,000	4,000
426000 Office Supplies	497	500	500	500
428004 Supplies-Lab	56,317	69,000	69,000	66,300
429900 Supplies-Miscellaneous	5,532	6,100	6,100	6,200
431100 Travel-Mileage Reimbursement	300	300	100	300
431200 Travel-Conference/Schools	5,274	6,000	6,000	6,000
432100 Telephone	3,289	3,500	3,500	3,500
434100 Printing	570	500	300	600
435200 Repairs-Equipment	1,004	3,700	3,700	3,800
435202 Repairs-Radio	2,799	3,000	3,000	4,000
435300 Repairs-Vehicle	1,931	2,000	2,000	2,000
439500 Training	1,020	1,000	500	1,000
449100 Professional Dues	1,000	1,400	1,200	1,400
<b>Current Operating Total</b>	<b>85,381</b>	<b>104,700</b>	<b>103,100</b>	<b>103,900</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	26,396	50,000	50,000	52,500
444018 Contracts-Laboratory	46,984	69,200	61,000	76,000
<b>Fixed Charges &amp; Services Total</b>	<b>73,380</b>	<b>119,200</b>	<b>111,000</b>	<b>128,500</b>
<b>Other Expenses</b>				
480062 Administrative Service Charge	(398,298)	(442,510)	(442,510)	(457,163)
480063 Administrative Service Charge	(398,298)	(442,510)	(442,510)	(461,963)
<b>Other Expenses Total</b>	<b>(796,596)</b>	<b>(885,020)</b>	<b>(885,020)</b>	<b>(919,126)</b>
<b>Capital Outlay</b>				
552000 Computer Equipment	6,316	16,000	11,000	16,000
555500 Other Equipment	15,203	22,670	22,670	26,000
<b>Capital Outlay Total</b>	<b>21,519</b>	<b>38,670</b>	<b>33,670</b>	<b>42,000</b>
	<b>(74,673)</b>	<b>(17,830)</b>	<b>(86,925)</b>	<b>-</b>

# Water Resources Department

## Technical Services

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Technical Services Supt	23	1	1	1	
Process Engineer	21	1	1	1	
Pre-Treatment Coordinator	18	1	1	1	
Laboratory Supervisor	16	2	2	2	
Laboratory Analyst III	15	0	0	0	
Regulatory Compliance Coordinator	14	1	1	0	(1)
Laboratory Analyst II	14	0	0	0	
Laboratory Analyst I	13	0	0	0	
Laboratory Technician	12	6	6	7	1
Laboratory Technician II	12	0	0	0	
Laboratory Technician I	10	0	0	0	
<b>Total</b>		<b>12</b>	<b>12</b>	<b>12</b>	

### Capital Outlay

Category/Description

New/Replacement

Amount

# Water Resources Department

## Water Treatment

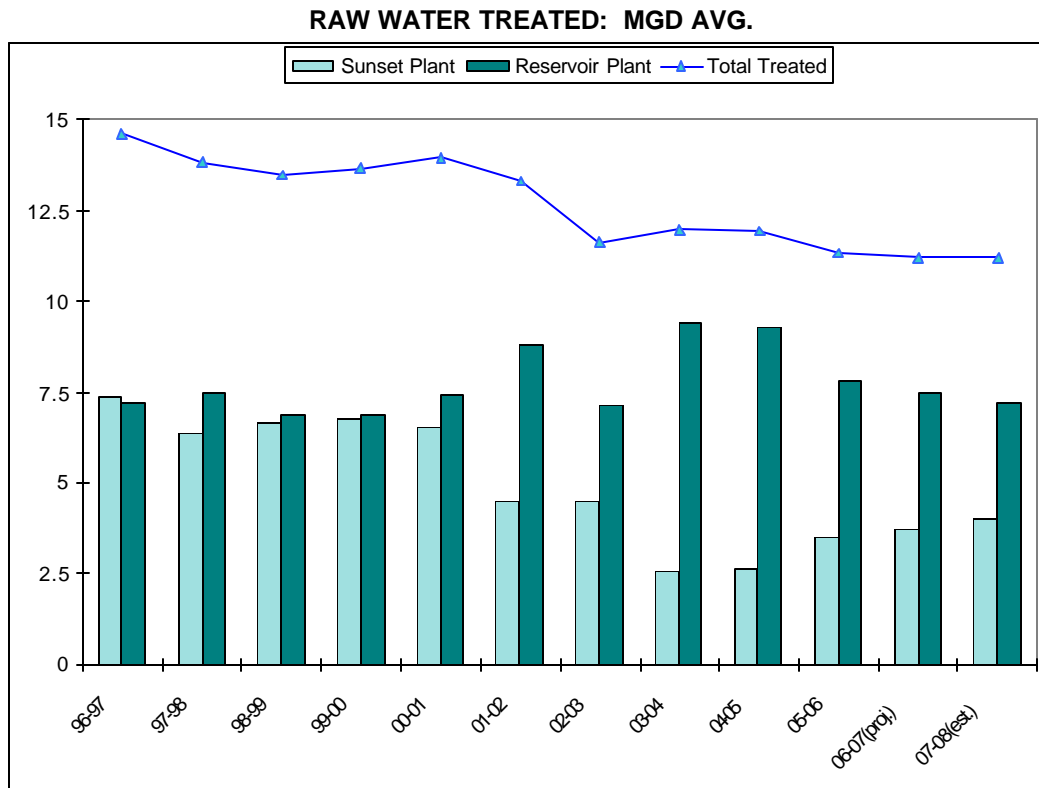
The Water Treatment Division is charged with the production and distribution of potable water in compliance with federal and state public health regulations through the responsible and efficient operation of the water treatment plants and their related systems.

### Prior Year Accomplishments:

- ✍ Completed upgrade to support Water Treatment Plant elevators.
- ✍ Completed electrical conversion to 480v at Reservoir water treatment plant.
- ✍ Installed 480V variable frequency drive and water pumps at raw water treatment plant
- ✍ Continued developing water system SCADA
- ✍ Performed ISDE regulatory testing as required in LT2 Phase II rule for disinfection bi-products. Calibrated model for ISDE sampling.

### FY 2007-2008 Initiatives:

- ✍ Add to Water System SCADA.
- ✍ Continue ISDE samples at required rates.
- ✍ Update chemical feed system.
- ✍ Improve Water Treatment Plant elevator process for solids at Reservoir Water Treatment Plant.
- ✍ Install decant force main at SWTP to enhance sludge thickening and decrease water put back in river.



# Water Resources Department

## Treatment Services

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	1,125,599	1,148,031	1,145,829	1,220,213
Current Operating	1,696,920	2,098,215	2,106,490	2,052,500
Fixed Charges & Services	1,421,168	1,472,730	1,472,730	1,331,199
Other Expenses	1,533,371	1,650,861	1,650,861	1,848,747
Transfers	330,000	350,000	350,000	475,000
Capital Outlay	73,701	56,000	56,000	95,000
<b>Total</b>	<b>6,180,759</b>	<b>6,775,837</b>	<b>6,781,910</b>	<b>7,022,659</b>

### Budget Highlights:

- Funds are included for chemicals such as chlorine, caustic soda, phosphate and others needed in the water treatment process. Costs continue at increased amounts.
- Repairs - Equipment provides maintenance and repair to mechanical equipment at both water plants including revamping the TracVac drive units at RWTP.
- Funds are included for beginning a program to control hydrilla at the reservoir.

## Water Resources Department - Water

### Treatment Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	716,928	725,841	703,840	771,993
412200 Wages-Overtime	77,305	72,000	80,000	70,000
412300 Wages-Standby	13,822	13,000	15,840	16,000
412600 Wages-Part Time	13,794	35,910	34,000	-
412700 Wages-Longevity	33,972	29,555	33,752	31,749
418100 FICA-Employers Share	64,432	56,281	64,620	69,901
418200 Retirement	41,508	37,003	40,844	44,773
418201 Retirement-401K General	31,834	30,207	29,659	34,199
418300 Insurance-Hospital	60,232	74,499	69,909	92,638
418301 Insurance-Life	1,483	1,880	1,460	1,880
418302 Insurance-Retirees	50,000	62,500	62,500	62,500
418600 Workers Compensation	-	425	425	-
419400 Engineering Fees	14,359	4,350	4,400	20,000
431400 Travel Allowance	5,852	4,580	4,580	4,580
431600 Cellular Telephone Allowance	79	-	-	-
<b>Personal Services Total</b>	<b>1,125,599</b>	<b>1,148,031</b>	<b>1,145,829</b>	<b>1,220,213</b>
<b>Current Operating</b>				
421003 Chemicals/Sealants	789,565	1,115,000	1,100,000	990,000
421200 Uniforms	4,400	4,800	4,800	4,900
425100 Fuel	7,598	7,000	7,400	7,400
425101 Fuel-Diesel	44,254	36,000	40,000	46,000
425900 Small Tools	1,016	1,000	1,000	1,000
426000 Office Supplies	2,709	2,800	2,800	2,800
428000 Supplies-Water Treatment	69,661	58,000	58,000	59,000
428001 Supplies-Filters	7,927	9,500	9,500	9,500
428005 Supplies-Electrical	210	18,000	18,000	18,000
429900 Supplies-Miscellaneous	11,537	-	-	-
429907 Supplies-Safety	6,970	1,000	1,000	1,000
431100 Travel-Mileage Reimbursement	308	800	500	800
431200 Travel-Conference/Schools	3,004	2,800	1,500	4,800
432100 Telephone	18,643	17,500	21,500	21,500
433000 Utilities	524,141	450,000	475,000	500,000
434100 Printing	10,910	18,930	18,750	20,000
435100 Repairs-Building	18,663	50,000	50,000	50,000
435200 Repairs-Equipment	84,891	99,000	99,000	100,000
435202 Repairs-Radio	5,630	5,500	5,500	5,000
435205 Repairs-Pump	20,297	20,500	12,000	15,000
435206 Repairs-Press	19,864	30,720	30,700	31,000
435209 Repairs-Generator	-	2,000	2,000	2,000
435300 Repairs-Vehicle	5,906	7,870	6,000	6,000
439602 Economic Development-ECC	32,550	46,200	46,200	46,200
443000 Rental-Equipment	2,928	3,200	3,200	3,200
443001 Rental-Pumps	-	30	-	50,000
444056 Hydrillia Management	-	50,000	50,000	50,000
449000 Permits	2,468	4,125	6,200	6,200
449100 Professional Dues	870	1,200	1,200	1,200
449900 Miscellaneous Expense	-	34,740	34,740	-
<b>Current Operating Total</b>	<b>1,696,920</b>	<b>2,098,215</b>	<b>2,106,490</b>	<b>2,052,500</b>

## Water Resources Department - Water

### Treatment Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	48,617	52,000	52,000	52,000
444028 Contracts-Sludge Removal	59,140	110,000	110,000	110,000
444031 Contracts-Weed Control	23,122	36,000	36,000	36,000
445600 Damages & Judgements	-	5,000	5,000	5,000
471000 Bond Principal	884,138	884,950	884,950	830,109
472000 Bond Interest	236,444	214,780	214,780	128,090
476015 Lease Payments-Building	169,708	170,000	170,000	170,000
<b>Fixed Charges &amp; Services Total</b>	<b>1,421,168</b>	<b>1,472,730</b>	<b>1,472,730</b>	<b>1,331,199</b>
<b>Other Expenses</b>				
449200 Bad Debt Expense	31,864	125,000	125,000	125,000
480000 Administrative Service Charge	741,267	775,437	775,437	787,880
480100 Ad Valorem Tax	241,225	267,650	267,650	276,600
480200 Utility Admin Charge	434,670	482,774	482,774	509,267
499100 Contingency	-	-	-	150,000
499500 Reserve Rate Stab/Work Cap	84,345	-	-	-
<b>Other Expenses Total</b>	<b>1,533,371</b>	<b>1,650,861</b>	<b>1,650,861</b>	<b>1,848,747</b>
<b>Transfers</b>				
498011 Interfund Transfer-General Fund	330,000	350,000	350,000	475,000
<b>Transfers Total</b>	<b>330,000</b>	<b>350,000</b>	<b>350,000</b>	<b>475,000</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	19,474	-	-	-
555500 Other Equipment	19,255	20,000	20,000	20,000
555502 Other Equipment-Meters	9,989	11,000	11,000	11,000
556200 Water Equipment	-	-	-	24,000
556203 Water Equipment-Treatment	24,984	25,000	25,000	25,000
558000 Buildings, Structures, Improvements	-	-	-	15,000
<b>Capital Outlay Total</b>	<b>73,701</b>	<b>56,000</b>	<b>56,000</b>	<b>95,000</b>
	<b>6,180,759</b>	<b>6,775,837</b>	<b>6,781,910</b>	<b>7,022,659</b>



# Water Resources Department

## Water Treatment

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Water Treatment Plant Superintendent	123	1	1	1	
Renovation/Construction Projects Coordinator.	120	1	1	1	
Chief Water Treat Plant Operator	119	1	1	1	
Water Treatment Electrical Supervisor	119	1	1	1	
Water Treatment Mechanical Supervisor***	119	1	1	1	
Lead Treatment Plant Mechanic	116	0	0	0	
Treatment Plant Elec. Tech. II	116	0	0	0	
Water Treat Plant Operator A*	115	5	5	5	
Water Treat Plant Operator B*	113	2	2	2	
Treatment Plant Mechanic	112	2	2	2	
Treatment Plant Mechanic II	114	0	0	0	
Water Treat Plant Operator C*	112	2	2	2	
Water Treat Plant Operator *	111	4	4	4	
Administrative Secretary**	110	1/2	1/2	1/2	
Maintenance Worker II	107	2	2	2	
Maintenance Worker III	109	0	0	0	
<b>Total</b>		<b>23 1/2</b>	<b>23 1/2</b>	<b>23 1/2</b>	

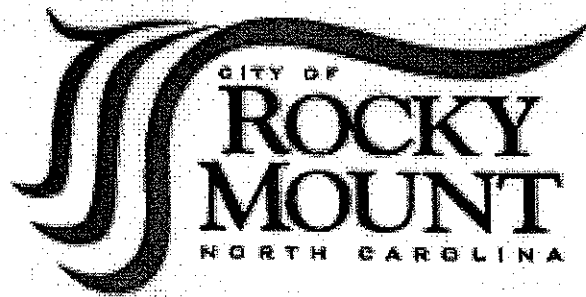
\* 3 of 13 Operator positions authorized but not funded

\*\* Position shared with Wastewater Treatment

\*\*\* Reassigned to Renovation/Construction Projects Coordinator until project complete

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
Sunset Force Main	New	\$140,000
Dewatering Upgrades	Replacement	\$130,000



# Water Resources Department

## Water Services

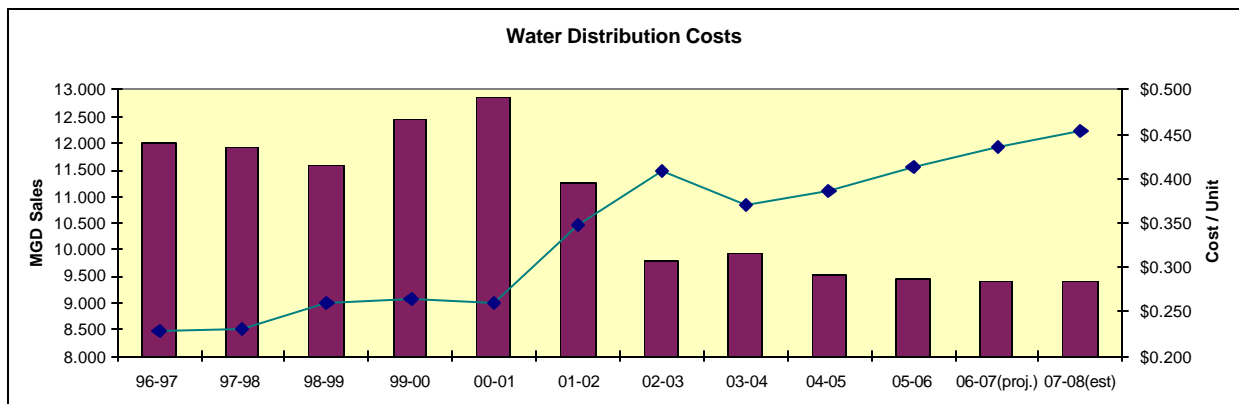
The Water Services Division installs and maintains the City's water distribution systems through planned maintenance and rapid response to system and customer needs.

### Prior Year Accomplishments:

- ✍ Continued replacement program for Wood, Inc. fire hydrants, valve exercising second flushing programs.
- ✍ Continued to install AMR meters as part of total city conversion to automated meter reading.
- ✍ Replaced 2" line in Whitehall, Windemere, and Beedland Ct.

### FY 2007-2008 Initiatives:

- ✍ Clean and reline 3,500' DID.
- ✍ Install 3,000 additional AMR meters.
- ✍ Provide construction service for small line replacement and repair.
- ✍ Identify and replace 2" galvanized line.
- ✍ Identify and replace large turbo meters.



# Water Resources Department

## Water Services

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	814,055	688,130	648,633	695,538
Current Operating	421,330	439,400	446,500	446,800
Fixed Charges & Services	487,896	404,650	407,150	408,650
Other Expenses	777,639	815,701	815,701	837,584
Capital Outlay	53,985	89,500	89,500	97,500
<b>Total</b>	<b>2,554,906</b>	<b>2,437,381</b>	<b>2,407,484</b>	<b>2,486,072</b>

### Budget Highlights:

- Amounts are included to purchase materials and supplies for the installation and maintenance of City water mains and services.
- Repair-Streets covers the cost of street repairs on service cuts, taps and maintenance.
- Maintenance and Service Contracts covers mowing of grounds at lift stations, water tanks, substation and outfall easements.

# Water Resources Department - Water

## Water Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	435,713	433,152	399,300	448,391
412200 Wages-Overtime	28,804	27,000	27,000	27,000
412300 Wages-Standby	10,899	10,000	10,000	10,000
412700 Wages-Longevity	21,750	21,990	20,686	14,467
418100 FICA-Employers Share	36,943	39,050	33,757	35,409
418200 Retirement	24,641	22,650	22,487	22,680
418201 Retirement-401K General	18,814	17,870	16,756	17,936
418300 Insurance-Hospital	45,163	56,130	52,667	54,367
418301 Insurance-Life	898	1,188	880	1,188
418600 Workers Compensation	186,316	55,000	61,000	60,000
431400 Travel Allowance	4,116	4,100	4,100	4,100
<b>Personal Services Total</b>	<b>814,055</b>	<b>688,130</b>	<b>648,633</b>	<b>695,538</b>
<b>Current Operating</b>				
421200 Uniforms	3,724	5,000	3,500	4,500
425100 Fuel	23,295	25,100	21,600	21,600
425900 Small Tools	4,106	5,000	5,000	5,000
426000 Office Supplies	2,492	2,500	2,500	2,500
428000 Supplies-Water Treatment	171,098	117,000	138,000	145,000
429907 Supplies-Safety	1,893	2,000	2,000	2,000
431100 Travel-Mileage Reimbursement	229	400	200	300
431200 Travel-Conference/Schools	3,000	2,500	2,500	2,500
432100 Telephone	7,323	8,000	8,000	8,380
433000 Utilities	130,003	128,500	140,000	140,000
435001 Repairs-Streets	34,245	54,000	38,000	38,000
435100 Repairs-Building	2,856	15,000	15,000	10,000
435200 Repairs-Equipment	1,047	1,000	1,000	1,000
435202 Repairs-Radio	8,112	5,700	5,700	5,020
435210 Wood Hydrant Replacemt	-	35,000	35,000	35,000
435300 Repairs-Vehicle	27,627	29,500	25,500	25,500
439903 Other Services-Gateway Partnership	-	2,500	2,500	-
449100 Professional Dues	280	700	500	500
<b>Current Operating Total</b>	<b>421,330</b>	<b>439,400</b>	<b>446,500</b>	<b>446,800</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	25,176	43,500	50,000	47,500
445600 Damages & Judgements	428	5,000	1,000	5,000
476011 Lease Payments-System Upgrade	462,292	356,150	356,150	356,150
<b>Fixed Charges &amp; Services Total</b>	<b>487,896</b>	<b>404,650</b>	<b>407,150</b>	<b>408,650</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	741,267	775,437	775,437	787,880
480200 Utility Admin Charge	36,372	40,264	40,264	49,704
<b>Other Expenses Total</b>	<b>777,639</b>	<b>815,701</b>	<b>815,701</b>	<b>837,584</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	18,038	17,500	17,500	25,500
555505 Other Equipment-Hydrant	20,211	60,000	60,000	60,000
556200 Water Equipment	15,736	12,000	12,000	12,000
<b>Capital Outlay Total</b>	<b>53,985</b>	<b>89,500</b>	<b>89,500</b>	<b>97,500</b>
	<b>2,554,906</b>	<b>2,437,381</b>	<b>2,407,484</b>	<b>2,486,072</b>

# Water Resources Department

## Water Services

### Staffing Table

	<b>Pay Range</b>	<b>2005-06 Actual</b>	<b>2006-07 Budget</b>	<b>2007-08 Adopted</b>	<b>Difference</b>
Water & Sewer Superintendent	23	1	1	1	
Water & Sewer Services Supervisor	21	1	1	1	
Pump Station Maintenance Supervisor	16	1	1	1	
Water Distribution Supervisor	16	1	1	1	
Sewer Collection Supervisor	14	1	1	1	
Water Meter Supervisor	14	1	1	1	
Crew Supervisor	12	7	7	7	
Pump Station Mechanic	12	2	2	2	
Utilities Locator	12	1	1	1	
Customer Service Technician	12	1	2	2	
Administrative Secretary	10	1	1	1	
Senior Equipment Operator	10	2	2	2	
Sewer Rehab Technician	10	1	1	1	
Water Service Technician	10	1	1	1	
Construction Worker II	09	12	11	11	
Field Service Dispatcher	09	1	1	1	
<b>Total</b>		<b>35</b>	<b>35</b>	<b>35</b>	

### Capital Outlay

<b><u>Category/Description</u></b>	<b><u>New/Replacement</u></b>	<b><u>Amount</u></b>
Automated Meter Project	Replace	\$190,000
Water Line Relining	Replace	\$100,000
Water Line Upgrade	Replace	\$100,000
Hydrant Replacement	Replace	\$20,000

# Water Resources Department

## Wastewater Treatment

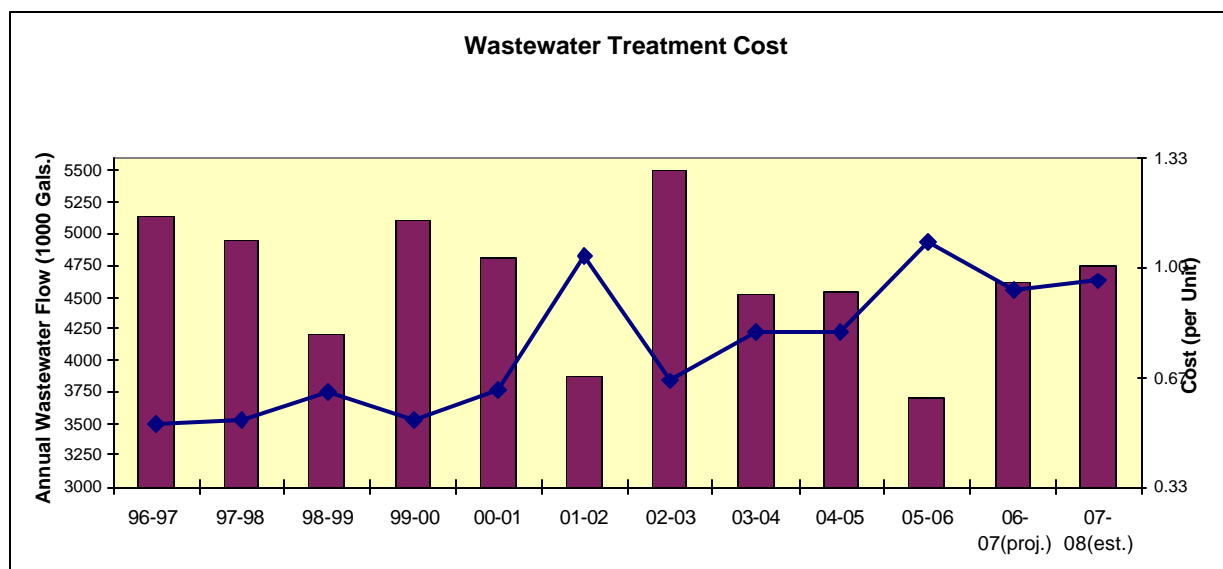
The Wastewater Treatment Division is responsible for the efficient and economical operation of the City's Tar River Regional Wastewater Treatment Facility and its related systems. The Division operates the Wastewater Treatment Plant to remove contaminants from the wastewater in compliance with all permits and federal and state regulations.

### Prior Year Accomplishments:

- ✍ Continued to implement land application for BioSolids disposal.
- ✍ Completed digester aerator upgrade.
- ✍ Completed Admin and Lab building expansion projects at WWTP.
- ✍ Began replacing aeration basin internal recycle pumps.

### FY 2007-2008 Initiatives:

- ✍ Optimize digester operations to reduce electric power costs.
- ✍ Enhance land drainage on City Farm.
- ✍ Begin to build onsite SCADA.
- ✍ Upgrade Chlorine-Sulfur Dioxide regulators to improve plant safety.
- ✍ Begin to implement Career Ladder advancement program for Plant Mechanics.



# Water Resources Department

## Wastewater Treatment

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	1,334,791	1,421,920	1,295,546	1,415,363
Current Operating	1,675,397	1,777,970	1,750,595	1,846,950
Fixed Charges & Services	1,927,219	2,276,150	2,258,710	2,171,520
Other Expenses	1,932,714	2,194,369	2,094,369	2,281,217
Capital Outlay	64,310	108,700	108,635	76,000
<b>Total</b>	<b>6,934,432</b>	<b>7,779,109</b>	<b>7,507,855</b>	<b>7,791,050</b>

### Budget Highlights:

- Budget includes increase due to growing costs of chemicals and utilities.
- Amounts are budgeted for chemicals such as polymer, chlorine, sulfur dioxide and oxygen used in treating wastewater.
- Funds are included for repairs to equipment at Wastewater Treatment Plant.
- Funds are budgeted to cover In Lieu Ad Valorem Taxes of the Wastewater Treatment Plant as well as for a Reserve for Working Capital, as per of the Utility Transfer Policy.
- Funds budgeted to complete road resurfacing for entire facility.



# Water Resources Department - Sewer

## Wastewater Treatment

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	963,471	1,004,212	909,881	1,001,337
412200 Wages-Overtime	14,491	20,000	20,000	20,000
412300 Wages-Standby	6,140	6,000	6,000	6,000
412600 Wages-Part Time	3,709	4,400	4,400	5,000
412700 Wages-Longevity	42,086	38,383	37,383	35,867
418100 FICA-Employers Share	76,593	77,296	71,990	79,346
418200 Retirement	50,422	51,161	47,503	50,823
418201 Retirement-401K General	39,477	41,766	36,476	40,054
418300 Insurance-Hospital	83,278	106,716	92,073	104,726
418301 Insurance-Life	1,948	2,170	1,930	1,710
418302 Insurance-Retirees	50,000	62,500	62,500	62,500
418600 Workers Compensation	141	2,526	2,000	3,000
431400 Travel Allowance	3,037	4,580	3,200	4,580
431600 Cellular Telephone Allowance	-	210	210	420
<b>Personal Services Total</b>	<b>1,334,791</b>	<b>1,421,920</b>	<b>1,295,546</b>	<b>1,415,363</b>
<b>Current Operating</b>				
421003 Chemicals/Sealants	84,288	98,400	100,000	125,000
421200 Uniforms	4,849	6,000	4,000	6,000
423000 Supplies-Education	-	500	500	500
423301 Accreditation/Certification	910	1,000	1,000	1,900
425100 Fuel	14,625	13,000	11,600	17,000
425101 Fuel-Diesel	61,224	73,000	70,685	100,000
425900 Small Tools	962	1,000	1,000	1,000
426000 Office Supplies	1,605	1,430	1,430	1,500
428500 Supplies-Sewer	89,057	122,000	122,000	122,000
429907 Supplies-Safety	93	300	300	300
431100 Travel-Mileage Reimbursement	49	300	100	300
431200 Travel-Conference/Schools	1,732	3,300	1,500	3,500
432100 Telephone	4,908	5,200	5,600	5,850
433000 Utilities	869,423	940,200	947,000	1,000,000
433008 Utilities-Natural Gas	7,554	6,000	200	-
434100 Printing	503	1,000	750	900
435100 Repairs-Building	4,068	3,500	4,500	6,000
435200 Repairs-Equipment	282,239	309,400	275,000	275,000
435202 Repairs-Radio	9,453	7,700	8,300	7,700
435209 Repairs-Generator	5,563	11,000	11,000	13,000
435300 Repairs-Vehicle	20,770	23,000	20,570	20,000
439500 Training	1,638	4,000	4,000	4,000
439602 Economic Development-ECC	62,500	62,500	62,500	62,500
439916 Other Services-Gauging Station	20,700	21,600	21,600	22,000
449000 Permits	4,597	4,700	4,560	5,700
449100 Professional Dues	130	300	200	300
449101 Profess Dues-Tp Basin Ass	21,959	20,640	20,700	45,000
449900 Other Services-Gauging Station	100,000	50,000	50,000	-
<b>Current Operating Total</b>	<b>1,675,397</b>	<b>1,790,970</b>	<b>1,750,595</b>	<b>1,846,950</b>

## Water Resources Department - Sewer

### Wastewater Treatment

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	29,234	31,000	36,000	40,000
444020 Contracts-Land Preparation	1,586	3,000	5,000	7,000
444028 Contracts-Sludge Removal	202,856	257,440	245,000	245,000
444031 Contracts-Weed Control	22,493	20,000	26,000	26,000
444051 Contracts-Environmental	-	5,000	5,000	5,000
445600 Damages & Judgements	-	5,000	-	5,000
471000 Bond Principal	1,109,627	1,089,720	1,089,720	1,066,950
472000 Bond Interest	302,441	273,830	273,830	198,410
475002 Revolving Loan Payment	41,289	360,460	360,460	360,460
476015 Lease Payments-Building	217,694	217,700	217,700	217,700
<b>Fixed Charges &amp; Services Total</b>	<b>1,927,219</b>	<b>2,263,150</b>	<b>2,258,710</b>	<b>2,171,520</b>
<b>Other Expenses</b>				
449200 Bad Debt Expense	130,487	150,000	150,000	150,000
480000 Administrative Service Charge	935,897	977,795	977,795	993,120
480100 Ad Valorem Tax	431,660	483,800	483,800	478,830
480200 Utility Admin Charge	434,670	482,774	482,774	509,267
499100 Contingency	-	100,000	-	150,000
<b>Other Expenses Total</b>	<b>1,932,714</b>	<b>2,194,369</b>	<b>2,094,369</b>	<b>2,281,217</b>
<b>Capital Outlay</b>				
554000 Motor Vehicles	9,196	17,500	17,500	20,000
554209 Bulldozer	-	40,000	40,000	-
555000 Office Equipment	1,926	1,000	935	-
555500 Other Equipment	53,188	14,200	14,200	43,000
555503 Other Equipment-Pumps	-	36,000	36,000	13,000
<b>Capital Outlay Total</b>	<b>64,310</b>	<b>108,700</b>	<b>108,635</b>	<b>76,000</b>
	<b>6,934,432</b>	<b>7,779,109</b>	<b>7,507,855</b>	<b>7,791,050</b>

# Water Resources Department

## Wastewater Treatment

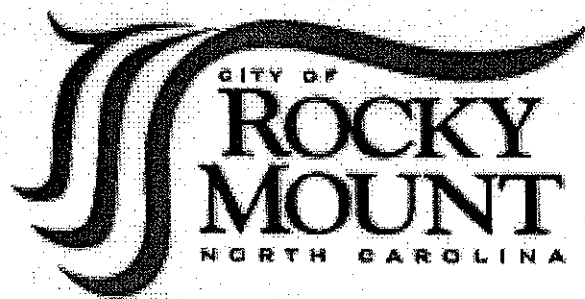
### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Wastewater Treat Plant Superintendent	123	1	1	1	
Chief Wastewater Treatment Plant Operator	119	1	1	1	
Wastewater Treatment Electrical Supervisor	119	1	1	1	
Wastewater Treatment Mechanical Supervisor	119	1	1	1	
Wastewater Treat Plant Operator IV	116	3	3	3	
Wastewater Treatment Plant Operator III	115	0	0	0	
Electronics Technician II	116	0	0	0	
Electronics Technician I	114	1	1	1	
Wastewater Treat Plant Operator III	115	0	0	1	1
Wastewater Treat Plant Operator II	113	8	8	5	(3)
Treatment Plant Mechanic	112	5	5	5	
Wastewater Treatment Plant Operator I	112	2	2	1	(1)
Wastewater Treatment Plant Operator	111	0	0	3	3
Administrative Secretary*	110	1/2	1/2	1/2	
Maintenance Worker II	107	2	2	2	
Custodian	105	1	1	1	
<b>Total</b>		<b>26 1/2</b>	<b>26 1/2</b>	<b>26 1/2</b>	

\*position shared with Water Treatment

### Capital Outlay

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
Plant Road Paving	Replacement	\$60,000
Pump Casings	Replacement	\$13,000
Rebuild Junction Track	Replacement	\$25,000
Plant SCADA	New	\$60,000



# Water Resources Department

## Sewer Services

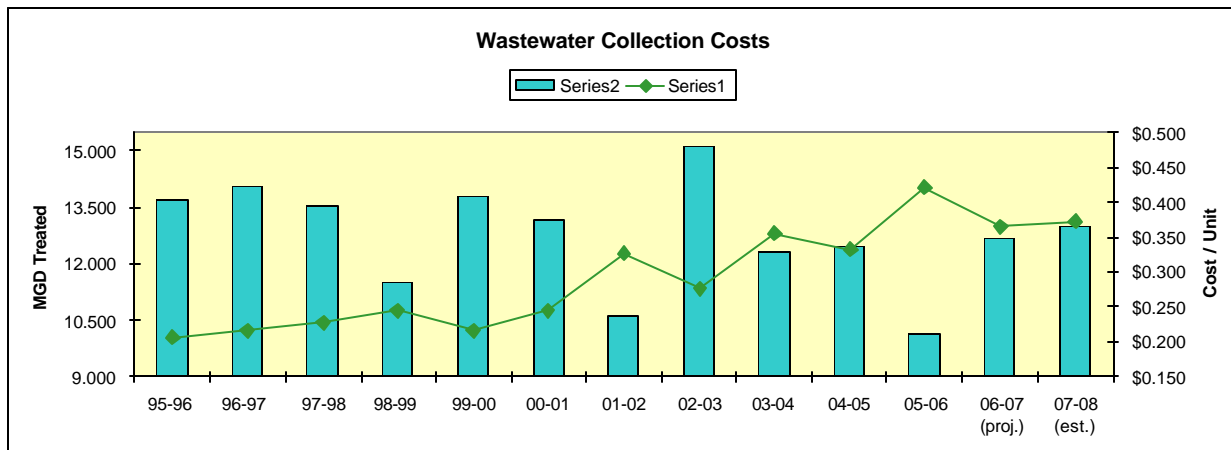
The Sewer Services Division installs and maintains the City's wastewater collection systems through planned maintenance and rapid response to system and customer needs.

### Prior Year Accomplishments:

- ✍ Rehabilitated over 100 sewer manholes as part of containment program.
- ✍ Continued sewer sub-basin smoke testing and created action plan for correcting deficiencies
- ✍ Installed generators at Village Heights and Edinborough Life Stations.
- ✍ Provided construction services for small sewer jobs.
- ✍ Add additional 100 manholes to base maps.

### FY 2007-2008 Initiatives:

- ✍ Install generators and grace at Wells Lift Station.
- ✍ Rehab over 100 more manholes.
- ✍ Continue smoke testing of outfalls.
- ✍ Continue beaverdam removal program.
- ✍ Provide construction services for small jobs.



# Water Resources Department

## Sewer Services

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	700,693	775,390	711,350	791,122
Current Operating	425,719	435,000	435,300	430,800
Fixed Charges & Services	244,945	218,140	214,140	219,140
Other Expenses	972,269	1,018,059	1,018,059	1,042,824
Capital Outlay	108,657	176,700	176,700	282,700
<b>Total</b>	<b>2,452,283</b>	<b>2,623,289</b>	<b>2,555,549</b>	<b>2,766,586</b>

### Budget Highlights:

- Wages - Standby provides for employees to cover water and sewer emergencies.
- Funds are included to purchase materials and supplies for installation and maintenance of City sewer mains and services.
- Amounts are budgeted to cover repair of streets due to service cuts.
- Funds are included to purchase licenses for CMS to aid division in implementing GIS mapping of water and sewer system.

# Water Resources Department - Sewer

## Sewer Services

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	492,590	529,410	483,975	548,033
412200 Wages-Overtime	30,907	33,000	33,000	33,000
412300 Wages-Standby	12,055	11,000	11,000	11,000
412600 Wages-Part Time	4,631	6,000	6,000	6,000
412700 Wages-Longevity	18,607	18,770	18,770	17,682
418100 FICA-Employers Share	41,714	45,540	41,192	43,277
418200 Retirement	27,330	27,680	27,273	27,720
418201 Retirement-401K General	21,048	21,840	20,306	21,922
418300 Insurance-Hospital	50,794	68,610	63,764	66,448
418301 Insurance-Life	1,017	1,040	1,070	1,040
418600 Workers Compensation	-	5,000	5,000	5,000
419400 Engineering Fees	-	-	-	10,000
<b>Personal Services Total</b>	<b>700,693</b>	<b>767,890</b>	<b>711,350</b>	<b>791,122</b>
<b>Current Operating</b>				
425100 Fuel	43,795	45,000	41,500	41,500
425900 Small Tools	1,259	2,300	2,300	2,300
428500 Supplies-Sewer	49,781	54,000	55,000	55,000
431200 Travel-Conference/Schools	2,997	4,500	3,800	4,000
433000 Utilities	120,062	146,500	150,000	150,000
435001 Repairs-Streets	84,869	68,000	68,000	68,000
435200 Repairs-Equipment	4,701	5,000	5,000	5,000
435202 Repairs-Radio	7,394	6,200	7,200	5,000
435205 Repairs-Pump	49,074	55,000	50,000	50,000
435300 Repairs-Vehicle	61,787	53,500	50,000	50,000
439903 Other Services-Gateway Partnership	-	2,500	2,500	-
<b>Current Operating Total</b>	<b>425,719</b>	<b>442,500</b>	<b>435,300</b>	<b>430,800</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	16,607	21,000	21,000	22,000
445600 Damages & Judgements	1,778	5,000	1,000	5,000
476006 Lease Payments-Excavator	32,991	-	-	-
476011 Lease Payments-System Upgrade	134,596	134,600	134,600	134,600
476018 Lease Payments-Backhoe	22,663	22,670	22,670	22,670
476019 Lease Payments-Dump Truck	36,310	34,870	34,870	34,870
<b>Fixed Charges &amp; Services Total</b>	<b>244,945</b>	<b>218,140</b>	<b>214,140</b>	<b>219,140</b>
<b>Other Expenses</b>				
480000 Administrative Service Charge	935,897	977,795	977,795	993,120
480200 Utility Admin Charge	36,372	40,264	40,264	49,704
<b>Other Expenses Total</b>	<b>972,269</b>	<b>1,018,059</b>	<b>1,018,059</b>	<b>1,042,824</b>
<b>Capital Outlay</b>				
552500 Radio Equipment	-	7,200	7,200	7,200
554000 Motor Vehicles	49,491	24,500	24,500	25,500
554200 Heavy Motorized Equipment	59,166	145,000	145,000	250,000
<b>Capital Outlay Total</b>	<b>108,657</b>	<b>176,700</b>	<b>176,700</b>	<b>282,700</b>
	<b>2,452,283</b>	<b>2,623,289</b>	<b>2,555,549</b>	<b>2,766,586</b>

# **Water Resources Department**

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## **Sewer Services**

### **Staffing Table**

See Water Services. Jointly funded by the Water and Sewer Funds.

### **Capital Outlay**

<u>Category/Description</u>	<u>New/Replacement</u>	<u>Amount</u>
Heavy Equipment	Replacement	\$250,000
I&I Rehab	Replacement	\$225,000
Life Station Generators	New	\$55,000
Lift Station SCADA	New	\$60,000



# Water Resources

## Capital Projects

Capital projects within this category are associated with improvements to and expansion of the City's Water Treatment and Distribution system, and the Sewer Collection and Treatment system. The capital projects for the water and sewer system are the responsibility of their respective funds. These projects are grouped within Water Resources as their operational department. Included are the maintenance and upgrading of the water treatment plant and reservoir, water and sewer line rehabilitation and line extensions into newly annexed areas. Project expenditures recommended in the Capital Budget include:

Fiscal Year	Expenditures - Water Fund	Expenditures - Sewer Fund
2007-2008	\$945,000	\$2,236,000

## Expenditures

**Water** - The Capital budget provides funds to complete repairs and required regulatory improvements at both water treatment plants and improvements to the distribution system. There are funds for replacing galvanized mains (\$100,000), water line rehabilitation (\$100,000), continuing the automated meter-reading installation (\$190,000), and system improvements (\$152,000).

**Sewer** - The Capital budget provides funds to complete repairs and required regulatory improvements at the wastewater treatment plant and improvements to the collection system. The budget provides for oversized main agreements (\$200,000) and the extension of mains and outfalls and necessitated by petition and proposed annexation (\$1,623,000). Funds are included for the continuing rehabilitation of collection system manholes (\$75,000) and mains (\$150,000).

# Water Resources

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## **Project Description and Impact - Water**

**Automated Meter Reading** – This project involves a multi-year project to replace water meters with meters capable of being read electronically. Costs are reduced thru staffing, accuracy of readings should improve, and it eliminates access problems.

**Water Lines Rehabilitation** – This project provides for the replacement of 2' galvanized mains and makes loop ties. Old galvanized lines continue to cause poor water quality and numerous leaks. Replacement will be done before resurfacing projects on annual basis.

**Petition Projects** – Funds will provide for extension of water lines into newly annexed areas for water service and fire protection as approved by the City Council through the petition process.

**Re-line Ductile Iron Pipe Water Lines** – This project involves the relining of 60-year-old water lines in Swealton Heights, Rose Street, and Washington Street. This will prevent corrosion and subsequent deterioration of the water and extend the life of the lines by 40-60 years.

*Note: More detail about each of these projects may be found in the Capital Improvement Program found under a separate cover.*

## Water Resources Department - Water

### Water Capital

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Current Operating</b>				
439600 Economic Development	-	50,000	-	50,000
<b>Current Operating Total</b>	-	<b>50,000</b>	-	<b>50,000</b>
<b>Capital Outlay</b>				
550100 Engineering Fees-Capital	38,422	50,000	63,750	-
556200 Water Equipment	204,704	266,900	266,900	200,000
556207 Water Equipment-Hydrant	23,588	-	-	-
558000 4160V Electrical Conversion	588,639	628,230	647,230	-
558000 Buildings, Structures, Improvements	-	160,090	159,756	-
559000 DWTR Other Structures, Improvement	-	-	-	130,000
559000 FMAIN Other Structures, Improvements	-	-	-	140,000
559000 Other Structures, Improvements	267,124	13,240	-	-
559008 Water Line Rehabilitation	27,018	85,000	100,000	100,000
559600 10008 Distribution Lines	-	-	-	112,000
559600 Distribution Lines	659,120	1,378,230	1,388,230	100,000
559600 E1001 Dist Lines-Spring St	-	40,000	-	40,000
559611 Dist Lines-Oversizing	47,738	15,000	50,000	-
559612 EP013 Petition Proj - Wood	-	23,000	-	23,000
559612 Petition Projects	211,873	46,260	50,000	50,000
<b>Capital Outlay Total</b>	<b>2,068,226</b>	<b>2,705,950</b>	<b>2,725,866</b>	<b>895,000</b>
	<b>2,068,226</b>	<b>2,755,950</b>	<b>2,725,866</b>	<b>945,000</b>

# Water Resources

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## **Project Description and Impact - Sewer**

**Collection System Extensions** – Several projects are funded this year that involve the extension of mains and outfall. These are necessary to accommodate development fulfill the requirements of proposed annexation. Projects this year include extension of the Maple Creek Outfall, design of an extension for the Compass Creek Outfall, and design of a new collection system along Cooley Road for annexation area 8B. These projects are responsible for 75% of this year's capital expenditures for the Sewer Fund.

**Sewer Lift Station Generators** – With this project, natural gas powered generators are to be installed at the major sewer lift stations. These generators will provide power for pump operations during electric power failures and prevent sewage spills in the pump stations.

**Manhole Rehabilitation** – The project involves the rehabilitation of deteriorated brick sewer manholes and raising manholes to above the 100-year flood line. The manholes to be replaced are leaking and may be structurally unsound.

**Sewer Rehabilitation Program** – Through this project, the city will continue its Infiltration and Inflow Reduction program by renovating and repairing old sewer system to reduce groundwater infiltration and stormwater inflow.

**Oversized Main Agreements** – As a requirement of development, the developers must extend sewer mains. Based upon the future needs, the City may require the developed to install a larger size main than needed for the development. In this case, the City will enter into an Oversize Main Agreement with the developer in which the City agrees to pay the difference in cost between the cost of the main needed for development and the main that is required to be installed.

*Note: More detail about each of these projects may be found in the Capital Improvement Program found under a separate cover.*

## Water Resources Department - Sewer

### Sewer Capital

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Current Operating</b>				
439600 Economic Development	50,000	27,555	-	50,000
<b>Current Operating Total</b>	<b>50,000</b>	<b>27,555</b>	<b>-</b>	<b>50,000</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	67,787	-	-	-
<b>Fixed Charges &amp; Services Total</b>	<b>67,787</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers</b>				
498046 Interfund Transfer-Fund 460	-	22,445	-	-
<b>Transfers Total</b>	<b>-</b>	<b>22,445</b>	<b>-</b>	<b>-</b>
<b>Capital Outlay</b>				
555500 Other Equipment	-	118,000	90,000	110,000
555503 Other Equipment-Pumps	79,028	72,000	72,000	-
556300 Sewer Equipment	969,822	3,334,215	3,334,215	-
556301 Sewer Equip-Generator	31,246	45,000	45,000	55,000
558000 Buildings, Structures, Improvements	871,632	165,860	147,040	-
559000 BARSC Other Structures, Improvements	3,770	-	-	-
559006 Sewer Rehab Program	125,407	150,000	150,000	150,000
559007 Manhole Rehabilitation	74,970	75,000	75,000	75,000
559600 10008 Distribution Lines	-	-	-	48,000
559600 Distribution Lines	250,746	857,167	696,800	1,573,000
559600 E1001 Dist Lines - Spring	-	48,000	-	-
559611 Dist Lines-Oversizing	92,547	190,000	200,000	125,000
559613 EP013 Petition Line-Woodru	-	73,633	120,000	-
559613 Petition Line Extention	186,855	123,000	243,000	50,000
559613 VIBR Petition Line Ext	-	20,000	20,000	-
<b>Capital Outlay Total</b>	<b>2,686,022</b>	<b>5,271,875</b>	<b>5,193,055</b>	<b>2,186,000</b>
	<b>2,803,810</b>	<b>5,321,875</b>	<b>5,193,055</b>	<b>2,236,000</b>

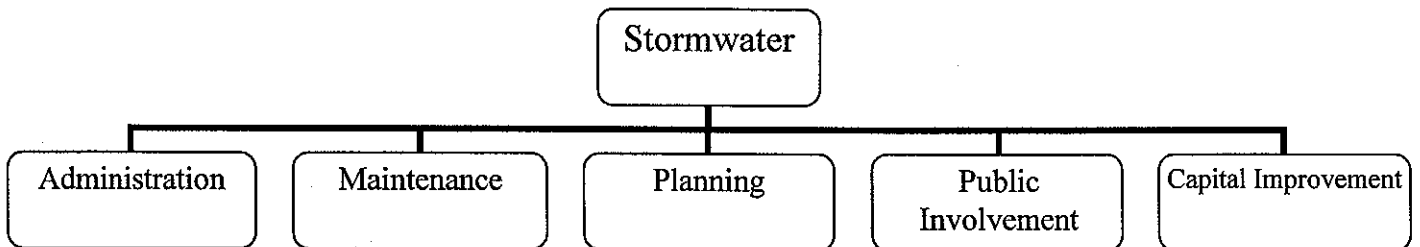


# Stormwater Management

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The mission of Stormwater Services is to provide maintenance, capital improvement, inspection and planning of the storm drainage system within the City limits. The Division is responsible for insuring that the City is in compliance with all state and federal stormwater regulations.

Programs within the Stormwater Services will include the maintenance of all open drainage ditches that are located with public rights of way or drainage easement; capital improvements program that will construct drainage improvements based on City Council approved priority list; inspection of existing detention and water quality ponds and development of basin wide drainage plans.



# Stormwater Management

## Budget Overview

Stormwater Administration is part of the Public Works Department, but is funded through Stormwater Utility fees. Its budget represents 1.74% of the total City Budget. With 41 2/3 employees, the department has 4.48% of the total employees in the City.

Expenditures by Division	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Stormwater Administration	832,395	770,369	733,281	717,401
Stormwater Operations	1,850,733	2,152,081	2,029,745	2,073,599
Stormwater Capital Projects	255,969	1,423,200	1,206,300	650,000
<b>Total</b>	<b>2,939,097</b>	<b>4,345,650</b>	<b>3,969,326</b>	<b>3,441,000</b>

Positions by Division	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Administration	2 1/3	3 1/3	3 1/3	
Operations	37 5/6	37.1/2	37 1/2	
<b>Total</b>	<b>40 1/6</b>	<b>41 2/3</b>	<b>41 2/3</b>	



# Stormwater Management

## Administration

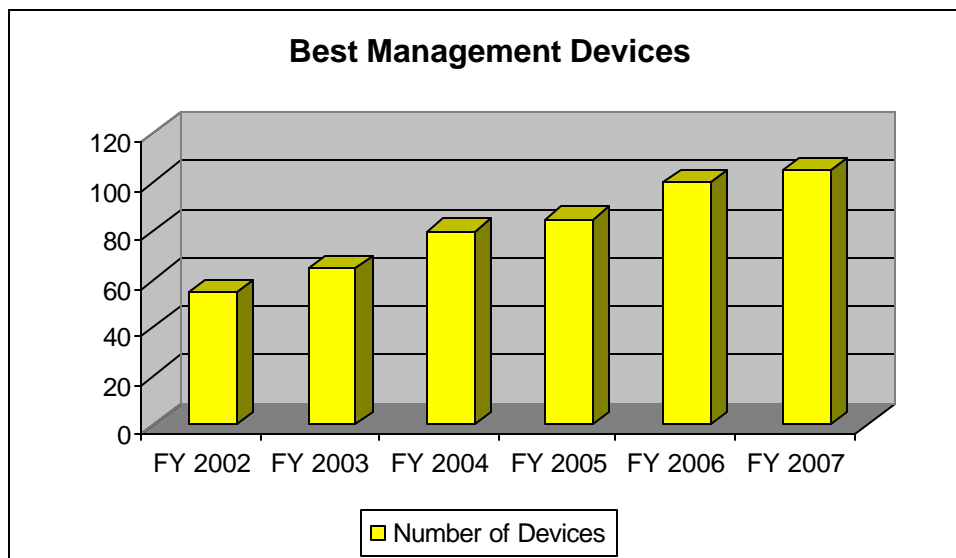
The Stormwater Administration Division is charged with managing, planning and developing the programs and activities of the Stormwater Utility. This includes insuring compliance with State and Federal Stormwater regulations, programming capital needs and involving the public through public education and public participation initiatives.

### Accomplishments:

- ✍ Completed Stormwater Inventory Phase III with Phase IV underway.
- ✍ Continued refinements and improvements to the Stormwater Utility Billing System.
- ✍ Implemented Stormwater Services Credit Application Manual.
- ✍ Completed design of select drainage improvements proposed in Long Branch Basin Master Plan.
- ✍ Initiated design of drainage improvements for Springfield Road, Falcon Road/Crestview Road area, and Raleigh Street (US 64 BUS).
- ✍ Initiated inventory of private discharges with the Parkers Canal Basin to assist with illicit discharge detection and elimination (IDDE).

### New Year Initiatives:

- ✍ Continue with subsequent phases of the Stormwater Inventory Project.
- ✍ Further expand public education efforts in support of NPDES and Tar-Pamlico permit requirements.
- ✍ Further expand illicit discharge detection and elimination (IDDE) program.
- ✍ Expand inventory of existing and newly constructed Best Management Practices (BMPs) to ensure compliance with Tar-Pamlico and NPDES permit requirements.
- ✍ Continue to refine basin master planning efforts to identify and prioritize needed capital improvements and implementation of strategic capital improvement projects.
- ✍ Initiate construction of capital improvements along Springfield Road and Raleigh Street (US 64 BUS) to improve drainage and to reduce frequency of flooding.



# Stormwater

## Administration

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	96,343	266,769	231,331	210,701
Current Operating	10,833	24,700	23,050	23,700
Fixed Charges & Services	361,415	-	-	-
Other Expenses	363,804	478,900	478,900	483,000
<b>Total</b>	<b>823,395</b>	<b>770,369</b>	<b>733,281</b>	<b>717,401</b>

### Budget Highlights:

- Funds are included for Stormwater Manager, Stormwater Engineer, and funding for 1/3 of a Secretary, and a GIS Technician
- Amounts are provided for routine operating expenses such as office supplies and printing.
- Funds are budgeted to cover expenses associated with compliance with the City's Stormwater Permits.

## Stormwater Management

### Administration

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	76,591	196,264	168,165	150,852
412600 Wages-Part Time	-	2,500	1,500	5,000
412700 Wages-Longevity	279	2,700	2,409	305
418100 FICA-Employers Share	5,702	14,981	12,399	11,516
418200 Retirement	3,734	9,630	8,360	7,376
418201 Retirement-401K General	3,037	5,381	4,588	4,679
418300 Insurance-Hospital	5,431	13,423	12,020	11,413
418301 Insurance-Life	152	390	390	260
418600 Workers Compensation	-	10,000	10,000	10,000
419800 Consultant	-	2,000	2,000	2,000
431400 Travel Allowance	1,416	7,000	7,000	7,300
439300 Temporary Help Services	-	2,500	2,500	-
<b>Personal Services Total</b>	<b>96,343</b>	<b>266,769</b>	<b>231,331</b>	<b>210,701</b>
<b>Current Operating</b>				
425900 Small Tools	2,015	6,000	10,000	5,000
426000 Office Supplies	698	800	800	800
431100 Travel-Mileage Reimbursement	237	500	500	500
431200 Travel-Conference/Schools	970	3,500	2,000	3,500
432002 Stormwater Public Education	5,212	11,000	7,500	11,000
432100 Telephone	1,231	1,500	1,500	1,500
434100 Printing	168	1,000	500	1,000
449100 Professional Dues	302	400	250	400
<b>Current Operating Total</b>	<b>10,833</b>	<b>24,700</b>	<b>23,050</b>	<b>23,700</b>
<b>Fixed Charges &amp; Services</b>				
475001 Intercity Loan Payment	361,415	-	-	-
<b>Fixed Charges &amp; Services Total</b>	<b>361,415</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Expenses</b>				
449200 Bad Debt Expense	28,804	50,000	50,000	50,000
480000 Administrative Service Charge	335,000	428,900	428,900	433,000
<b>Other Expenses Total</b>	<b>363,804</b>	<b>478,900</b>	<b>478,900</b>	<b>483,000</b>
	<b>832,395</b>	<b>770,369</b>	<b>733,281</b>	<b>717,401</b>

# Stormwater

## Administration

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Asst Public Works Director / Stormwater Mgr	25	1	1	1	
Stormwater Engineer**	22	0	1	1	
GIS Technician	16	1	1	1	
Administrative Secretary *	10	1/3	1/3	1/3	
<b>Total</b>		<b>2 1/3</b>	<b>3 1/3</b>	<b>3 1/3</b>	

\*position shared with Public Works Administration and Water Resources

\*\* position transferred from Engineering

# Stormwater Management

## Operations

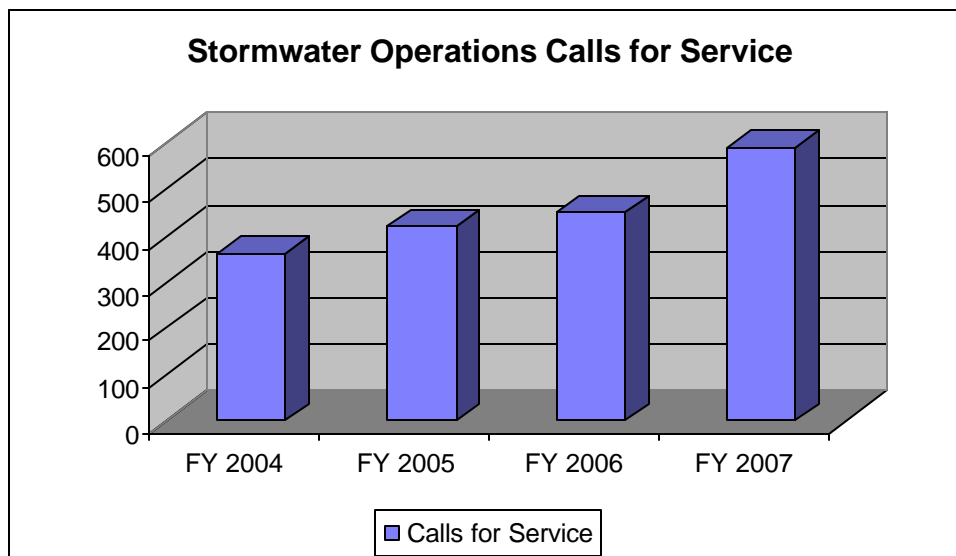
The Stormwater Operations Division is responsible for maintenance and repair of the public storm drainage system to ensure that the system functions in the most efficient manner possible. Activities include repair and replacement of damaged or failing storm drain pipe and drainage structures; clean out of clogged pipes and stormwater inlets; clearing and snagging of minor creeks and streams; repair and re-grading of roadside ditches and other open channels as appropriate with regard to existing infrastructure and environmental constraints.

### Prior Year Accomplishments:

- ✍ Tested the use of growth retardant to reduce the frequency of cutting city maintained ditching system.
- ✍ Completed all minor drainage improvements in FY 07 CIP using force accounts.
- ✍ Installed approximately 1,100 linear feet of new storm drain in continuing efforts to improve drainage system.
- ✍ Completed approximately 10,000 linear feet of channel stabilization thru the use of stone slope protection (rip rap) etc.
- ✍ Initiated maintenance program for residential detention ponds and BMPs.

### FY 2007-2008 Initiatives:

- ✍ Expand use of growth retardants in select locations to further reduce cutting frequencies.
- ✍ Continue maintaining all primary drainage channels within the city through routine maintenance, stabilization, and replacement or installation of pipes.
- ✍ Complete assessment of ditch maintenance program to evaluate frequency of service and allocation of manpower.
- ✍ Reorganize Street Sweeping Routes to better utilize new equipment and to increase frequencies of cleaning.
- ✍ Initiate educational training for employees related to stormwater regulations, policies, and procedures.



# Stormwater

## Operations

### Expenditures by Division

Expenditures by Category	2005-06 Actual	2006-07 Budget	2006-07 Projected	2007-08 Adopted
Personal Services	1,130,997	1,292,601	1,210,615	1,314,069
Current Operating	257,648	269,550	279,550	282,600
Fixed Charges & Services	204,607	227,930	227,330	217,830
Other Expenses	-	-	-	13,800
Capital Outlay	257,481	362,000	312,250	245,300
<b>Total</b>	<b>1,850,733</b>	<b>2,152,081</b>	<b>2,029,745</b>	<b>2,073,599</b>

### Budget Highlights:

- Budgeted amounts related to ditch maintenance, pipe construction and repair and street sweeping are included in this budget.
- Funds are included for equipment repair, maintenance and fuel.
- Amounts are budgeted for supplies such as pipe, concrete, rip-rap and other items needed to repair and replace storm drainage facilities.
- Charges for Service will allow the Stormwater Fund to receive payment from the General Fund for loose leaf collection expenses.

## Stormwater Management

### Operations

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Personal Services</b>				
412100 Salaries & Wages	846,411	936,203	867,950	958,197
412200 Wages-Overtime	21,018	35,000	40,000	25,000
412300 Wages-Standby	2,474	3,000	3,000	3,000
412700 Wages-Longevity	23,415	20,899	26,001	24,467
418100 FICA-Employers Share	65,383	72,147	68,143	75,174
418200 Retirement	43,281	48,292	45,842	48,151
418201 Retirement-401K General	27,216	36,095	29,280	38,328
418300 Insurance-Hospital	100,045	136,435	126,029	137,622
418301 Insurance-Life	1,754	2,030	1,870	1,630
418600 Workers Compensation	-	2,500	2,500	2,500
<b>Personal Services Total</b>	<b>1,130,997</b>	<b>1,292,601</b>	<b>1,210,615</b>	<b>1,314,069</b>
<b>Current Operating</b>				
421001 Signs	910	1,000	1,000	1,000
421003 Chemicals/Sealants	460	2,000	2,000	2,000
421200 Uniforms	4,749	6,400	7,000	7,000
425100 Fuel	73,000	77,700	75,600	76,500
425900 Small Tools	8,086	9,000	9,500	10,000
426000 Office Supplies	770	1,200	1,000	800
429900 Supplies-Miscellaneous	46,628	43,450	53,000	53,000
429907 Supplies-Safety	1,981	2,500	3,500	3,000
431100 Travel-Mileage Reimbursement	-	200	50	200
431200 Travel-Conference/Schools	131	1,500	1,000	1,500
433000 Utilities	6,717	7,500	7,000	7,500
435100 Repairs-Building	506	2,500	1,500	2,500
435200 Repairs-Equipment	-	100	100	100
435202 Repairs-Radio	6,178	6,750	7,300	7,500
435300 Repairs-Vehicle	107,532	107,750	110,000	110,000
<b>Current Operating Total</b>	<b>257,648</b>	<b>269,550</b>	<b>279,550</b>	<b>282,600</b>
<b>Fixed Charges &amp; Services</b>				
439400 Cleaning/Custodial Service	1,305	2,100	1,500	2,000
444000 Maint & Service Contract	2,094	26,000	26,000	16,000
476000 Lease Payments	29,256	14,630	14,630	14,630
476002 Lease Payments-Front Loader	25,223	25,230	25,230	25,230
476006 Lease Payments-Excavator	-	29,600	29,600	29,600
476009 Lease Payments-Strt Sweeper	88,392	76,880	76,880	76,880
476018 Lease Payments-Backhoe	22,028	11,020	11,020	11,020
476019 Lease Payments-Dump Truck	36,310	42,470	42,470	42,470
<b>Fixed Charges &amp; Services Total</b>	<b>204,607</b>	<b>227,930</b>	<b>227,330</b>	<b>217,830</b>
<b>Other Expenses</b>				
480100 Ad Valorem Tax	-	-	-	13,800
<b>Other Expenses Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,800</b>

## Stormwater Management

### Operations

	FY 2005-06	FY 2006-07	FY 2006-07	FY 2007-08
	Actual	Budget	Projected	Adopted
<b>Capital Outlay</b>				
551000 Office Furniture	-	-	-	1,000
552500 Radio Equipment	-	-	-	1,500
554001 Pickup Truck	21,312	-	-	18,000
554002 Dump Truck	-	130,000	115,250	72,300
554200 Heavy Motorized Equipment	226,631	-	-	-
554210 Street Sweeper	-	160,000	125,000	137,000
555000 Office Equipment	-	-	-	1,000
555300 Tools	-	-	-	1,000
555500 Other Equipment	9,539	72,000	72,000	13,500
<b>Capital Outlay Total</b>	<b>257,481</b>	<b>362,000</b>	<b>312,250</b>	<b>245,300</b>
	<b>1,850,733</b>	<b>2,152,081</b>	<b>2,029,745</b>	<b>2,073,599</b>



# Stormwater

## Operations

### Staffing Table

	Pay Range	2005-06 Actual	2006-07 Budget	2007-08 Adopted	Difference
Streets Superintendent *	23	1/2	1/2	1/2	
Street Maintenance Services Supervisor*	21	0	0	0	
General Construction & Maintenance Supervisor*	21	2/3	2/3	2/3	
Drainage/Construction Supervisor*	14	1	2/3	2/3	
Crew Supervisor	12	4	4	5	1
Heavy Equipment Operator	11	2	2	2	
Administrative Secretary*	10	0	1/2	1/2	
Construction Worker II	09	1	1	1	
Sanitation Equipment Operator I	09	4	4	4	
Construction Worker I	08	5	5	5	
Truck Driver	08	5	5	5	
Maintenance Worker I	06	14	14	13	(1)
<b>Total</b>		<b>37 1/3</b>	<b>37 1/2</b>	<b>37 1/2</b>	

\* positions shared with Streets & ROW  
Maintenance

### Capital Outlay

Category/Description	New/Replacement	Amount
Other Equipment	New	\$13,500
Street Sweeper	Replacement	\$137,000
Dump Truck	Replacement	\$72,300

# Stormwater

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## **Project Description and Impact – Stormwater**

**Basin Modeling** – The newly implemented Phase II Stormwater Regulations requires cities over 50,000 in population to implement Stormwater Master Plans on a basis by basin basis. The project will provide for the development of a basin model and identify necessary infrastructure improvements.

**Major Drainage Improvements** – This project provides for major drainage improvements in the City. The project identified includes improvements to South Rocky Mount, Meadowbrook Road, and Kenwood Park.

**Minor Drainage Improvements** – This project provides for minor drainage improvements in the City. These projects will be low cost and combined with others for bidding. Some of the identified projects include: Harper Street and Sheffield Drive.

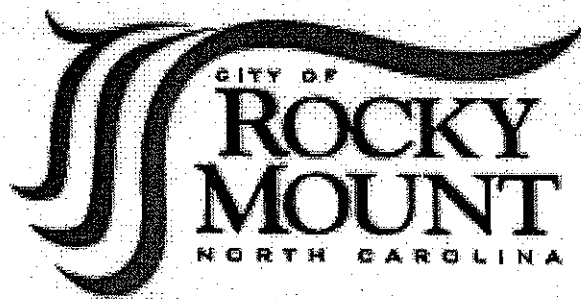
**Eastern Tar/Gay Branch** – This project provides for continued work in this area as prescribed by the Master Plan. This year, work will be done on upgrading the Raleigh Street Culvert.

*Note: More detail about each of these projects may be found in the Capital Improvement Program found under a separate cover.*

## Stormwater Management

### Stormwater Capital

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Current Operating</b>				
444052 Master Plan	-	150,000	-	175,000
444053 Mapping	204,401	799,200	799,200	-
<b>Current Operating Total</b>	<b>204,401</b>	<b>949,200</b>	<b>799,200</b>	<b>175,000</b>
<b>Capital Outlay</b>				
555913 Parking Lot	-	35,000	35,000	-
558002 Building-Major Repairs	-	65,000	65,000	-
559301 10013 Drainage	-	185,900	125,000	425,000
559301 Drainage	41,513	98,100	98,000	-
559301 Minor Drainage	10,055	30,000	25,000	50,000
559303 Drainage Fill Mitigation	-	60,000	59,100	-
<b>Capital Outlay Total</b>	<b>51,568</b>	<b>474,000</b>	<b>407,100</b>	<b>475,000</b>
	<b>255,969</b>	<b>1,423,200</b>	<b>1,206,300</b>	<b>650,000</b>



# Powell Bill

## Capital Projects

Powell Bill projects are funded by state shared revenues and include the acquisition of land, design and construction and repair of city streets as well as improvements to the drainage system to correct deficiencies. The type and extent of projects within this category are governed by the statutory limitation of the Powell Bill authorizing legislation. Through these projects, the City will continue an aggressive program of resurfacing and road maintenance as well as sidewalk repair and installation. The Capital Budget for the coming year includes expenditures of:

Fiscal Year	Expenditures – Powell Bill
2007-2008	\$2,131,000

## Revenues

The primary sources of funding for these projects are Powell Bill grant funds, which are received from the State through the gasoline tax. These grant funds are distributed with 25% of the allocation based on the relative mileage of non-state system or local streets and 75% of the allocation based on relative population. For FY 07-08, the City has budgeted \$1,802,000 in Powell Bill revenue. Revenue is also received from assessments and interest income and reimbursements for the State of North Carolina for improvements as per various municipal agreements.

## Expenditures

There is a total of \$2,131,000 budgeted for street and drainage improvements in the Powell Bill Fund. The Capital Budget includes \$750,000 for street resurfacing maintenance and improvements. Funds are also included for continuation of sidewalk repairs (\$75,000), sidewalk construction and intersection improvements in conjunction with the Congestion Management Air Quality (CMAQ) program (\$256,000), railroad crossings/traffic separation (\$175,000), downtown enhancements SAFETEA grant match (\$100,000), and pavement marking (\$35,000). The Powell Bill Fund will make a contribution to the General Fund to cover Powell Bill eligible street maintenance (\$300,000) and a contribution to the Stormwater Fund for eligible drainage repair and replacement work (\$300,000).

# Powell Bill

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## **Project Description and Impact**

**Resurfacing Program** – This is the annual project to rehabilitate and resurface existing City maintained streets. Improvements typically include pavement patching, curb and gutter repair, utility casting adjustments, pavement resurfacing and new pavement markings.

**SAFETEA Grant Match** – This project provide funding for the City's required match as part of the Federal Transportation Bill (SAFETEA-LU) which is a grant to fund improvements within downtown. Funds provided under this project will be used to pay for Powell Bill eligible projects proposed s part of the downtown improvements.

**Traffic Separation Mitigation** – The City has entered into a Traffic Separation Study with the NCDOT and the railroads operating in the City. The study recommended the closure of certain rail crossings and the construction of projects, which would mitigate the impact of the crossing closures.

**Sidewalk Repair** – This project will work toward the repair of city sidewalks in poor condition. A recent sidewalk inventory recommended the replacement of 10% of the City's sidewalk and through this project the work will be accomplished over a ten-year period.

**Congestion Management Air Quality** – Designated as a non attainment area for air quality, the City qualifies for grant funding for projects enabling the reduction of air pollution. This budget includes the first of three years of programmed funding for projects that include the construction of new sidewalks and improvements to several intersections.

**Charges for Service – General** – The Powell Bill Fund will provide funding for work performed in the General Fund that are Powell Bill eligible activities such as drainage and street repair.

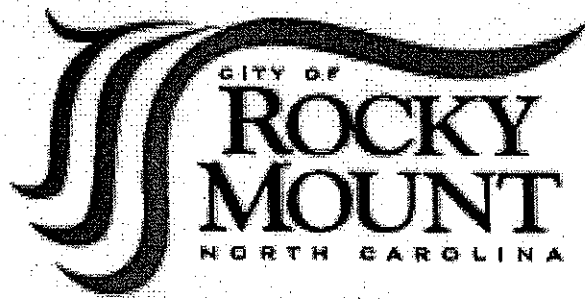
**Stormwater Contribution** – The Powell Bill Fund will make a contribution to the Stormwater Fund for eligible drainage work.

*Note: More detail about each of these projects may be found in the Capital Improvement Program found under a separate cover.*

# Powell Bill

## Capital Projects

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Current Operating</b>				
421004 Street Markings	40,430	25,000	25,000	35,000
435004 Repairs-Sidewalks	17,087	100,000	100,000	75,000
439906 Other Services-Study	102,527	126,470	126,470	-
469500 Grant Match-SAFETEA	-	-	-	140,000
<b>Current Operating Total</b>	<b>160,044</b>	<b>251,470</b>	<b>251,470</b>	<b>250,000</b>
<b>Other Expenses</b>				
480011 Charges For Services-General	350,000	450,000	450,000	300,000
<b>Other Expenses Total</b>	<b>350,000</b>	<b>450,000</b>	<b>450,000</b>	<b>300,000</b>
<b>Transfers</b>				
498045 Interfund Transfer-Fund 450	-	68,000	68,000	-
498064 Interfund Transfer-Fund 640	400,000	400,000	400,000	300,000
<b>Transfers Total</b>	<b>400,000</b>	<b>468,000</b>	<b>468,000</b>	<b>300,000</b>
<b>Capital Outlay</b>				
555900 Road Resurfacing	721,762	1,428,800	1,428,800	850,000
555901 E1001 NCDOT Match-Spring	-	100,000	-	-
555901 NCDOT Match Projects	133,052	36,400	136,400	-
555902 Regulatory Sign Replacement	-	50,000	50,000	-
555910 FOUNT Roadway & Pavement	-	600,000	-	-
555910 Roadway & Pavement	94,741	37,000	37,000	-
555912 Dirt Street Paving	178,243	61,750	61,750	-
559004 Traffic/Signal System Improvements	485	50,000	50,000	-
559100 Traffic Separation Mitigation	-	135,000	135,000	175,000
559700 Sidewalks	6,084	393,900	393,900	256,000
<b>Capital Outlay Total</b>	<b>1,134,367</b>	<b>2,892,850</b>	<b>2,292,850</b>	<b>1,281,000</b>
	<b>2,044,411</b>	<b>4,062,320</b>	<b>3,462,320</b>	<b>2,131,000</b>





# General

## Capital Projects

The General Capital Projects budget covers the construction and renovation of a wide variety of public facilities, the acquisition of new and replacement equipment and downtown area improvements. This category includes capital projects funded through the General Fund, such as Public Safety, Parks and Recreation and Public Works.

Fiscal Year	Expenditures – General
2007-2008	\$1,825,000

## Revenues

Revenues to fund these projects come from several sources. The funding composition changes from year to year, depending on the projects scheduled and the available financing alternatives. Funding sources include sales taxes, debt, and part of the profits from the Refuse Transfer Station.

## Expenditures

There is a total of \$1,925,000 recommended for the General Capital Fund. Each year there are more projects recommended than there are resources to pay for them. Funds are included for field service complex improvements that involves the acquisition of property (\$25,000), refurbishing the cooling tower at the Train Station (\$80,000), improvement to the Senior Center building (\$50,000), and improvement to community center buildings (\$150,000). Funds are included for the City's participation in the local library (\$672,000) and debt financing fees related to the Imperial Centre financing arrangement (\$100,000). Amounts are budgeted to purchase a fire pumper truck (\$440,000) and to determine feasibility of a public safety training facility (\$15,000). There is also funding for the Douglas Block section 108 loan repayment (\$100,000).

## Summary of General Capital:

Downtown Projects	\$	0
General Projects	\$	105,000
Public Safety Projects	\$	455,000
Parks & Recreation Projects	\$	1,165,000
Economic Development Projects	\$	100,000
<hr/>		
Total General Capital	\$	1,825,000

## **Project Descriptions and Impact**

### **General**

**Field Services Complex** – This project provides for improvements at the Field Service Complex. During the multiple phases of this project work will include the acquisition of the Person property, installation of a gate controller and paving and landscaping parking lots.

**Train Station Cooling Tower** – This project will refurbish the cooling tower at the Train Station by replacing the main operating tank, valving, and piping. This equipment is corroding badly even with water treatment at a high level due to its location at the end of a water main and environmental conditions.

### **Public Safety**

**Fire Equipment** – This project is to replace a 1992 Pumper to improve primary service operations. Following replacement, the 1992 Pumper will be used as a stand-by unit that will allow for the retirement of a 1983 Pumper featuring an open cab that provides minimal roll-over protection in crash situations and does not comply with NFPA standards.

**Public Safety Training Facility** – This project involves examining the feasibility of converting property owned by the City to be vacated by the Council of Government this fall into a training facility by the Police and Fire Departments. This is necessary due to the loss of facilities at the John Sykes Training Facility on Atlantic Avenue as a result of the flood of 1999.

### **Cultural**

**Senior Citizens Center** – This project will provide for repairs and improvements to the former YMCA building. The building is in poor condition and repairs are needed to the roof, elevator, plumbing, bathrooms, and overall interior.

**Community Centers** – This project will provide funding for replacing the roof at the RM Wilson Gym.

**Braswell Library** – These funds provide the City's share of the lease payments for the Braswell Library. The City, Nash County, and Edgecombe County jointly fund the facility.

**Imperial Center Other Debt** – The Imperial Centre financing arrangement calls for payment of financing fees known as operating reserves. These funds provide for payment of these fees.

**Interfund Transfer** – Several projects that are part of the Capital Improvement Program will be adopted as project ordinances due to their nature as multi-year initiatives and heavy reliance on outside funding. Funds are budgeted to provide City contributions as scheduled for these projects, which include the Douglas Block redevelopment, BTW/OIC redevelopment, Happy Hill neighborhood redevelopment, and improvements to Battleboro Park.

## **Project Descriptions and Impact**

### **Economic Development**

**Section 108 Loan Repayment** – Funds from this project will be used to repay the Federal Section 108 loan. This loan is \$1.8 million and will be repaid over 20 years. The loan will be used to revitalize the Douglas Block. The debt service is to repay by the general fund and the Community Development Block grant.

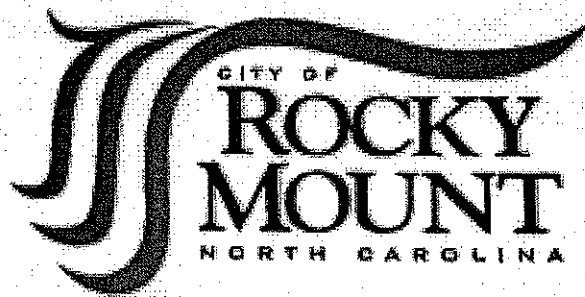
*Note: More detail about each of these projects may be found in the Capital Improvement Program found under a separate cover.*

## General Capital Fund

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Downtown Development</b>				
<b>Current Operating</b>				
444055 Design Plan	-	280,000	200,000	-
469009 Demolition	-	60,000	115,000	-
<b>Current Operating Total</b>	-	<b>340,000</b>	<b>315,000</b>	-
<b>Capital Outlay</b>				
559300 Landscaping	-	-	25,000	-
<b>Capital Outlay Total</b>	-	-	<b>25,000</b>	-
	-	<b>340,000</b>	<b>340,000</b>	-
<b>General</b>				
<b>Current Operating</b>				
435104 Repairs-Bldg-OIC	-	19,527	20,000	-
439919 Cost of Collection	22	-	-	-
<b>Current Operating Total</b>	<b>22</b>	<b>19,527</b>	<b>20,000</b>	-
<b>Capital Outlay</b>				
558000 Buildings, Structures, Improvements	136,100	-	-	80,000
559000 Other Structures, Improvements	-	15,710	25,000	25,000
<b>Capital Outlay Total</b>	<b>136,100</b>	<b>15,710</b>	<b>25,000</b>	<b>105,000</b>
	<b>136,122</b>	<b>35,237</b>	<b>45,000</b>	<b>105,000</b>
<b>Public Safety</b>				
<b>Capital Outlay</b>				
554207 Squad Truck	-	350,000	350,000	-
555200 Fire Equipment	-	-	-	440,000
558000 Buildings, Structures, Improvements	65,665	534,350	434,350	15,000
<b>Capital Outlay Total</b>	<b>65,665</b>	<b>884,350</b>	<b>784,350</b>	<b>455,000</b>
	<b>65,665</b>	<b>884,350</b>	<b>784,350</b>	<b>455,000</b>

## General Capital Fund

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Parks &amp; Recreation</b>				
<b>Current Operating</b>				
439954 Memorial Tree Purchases	5,588	2,500	2,500	-
469500 108 Loan Repayment	92,000	-	-	-
469500 BATPK Match-Battleboro Par	-	25,000	25,000	-
469500 BBQPK Grant Match	50,000	25,000	25,000	-
<b>Current Operating Total</b>	<b>147,588</b>	<b>52,500</b>	<b>52,500</b>	<b>-</b>
<b>Fixed Charges &amp; Services</b>				
475000 Other Debt-Imperial Centre	-	100,000	100,000	100,000
476015 Lease Payments-Building	716,632	694,100	694,100	672,000
<b>Fixed Charges &amp; Services Total</b>	<b>716,632</b>	<b>794,100</b>	<b>794,100</b>	<b>772,000</b>
<b>Transfers</b>				
498046 Interfund Transfer-Fund 460	-	45,063	-	193,000
<b>Transfers Total</b>	<b>-</b>	<b>45,063</b>	<b>-</b>	<b>193,000</b>
<b>Capital Outlay</b>				
551100 Art Work	15,000	-	-	-
555500 Other Equipment	300,000	-	-	-
555510 Recreation Equipment	-	36,295	-	-
558000 Buildings, Structures, Improvements	59,315	37,500	37,500	50,000
558002 Buildings-Major Repairs	-	61,705	120,000	150,000
559000 Other Structures, Improvements	13,404	-	-	-
<b>Capital Outlay Total</b>	<b>387,719</b>	<b>135,500</b>	<b>157,500</b>	<b>200,000</b>
	<b>1,251,939</b>	<b>1,027,163</b>	<b>1,004,100</b>	<b>1,165,000</b>
<b>Economic Development</b>				
<b>Current Operating</b>				
469014 108 Loan Repayment	-	35,100	50,000	100,000
<b>Current Operating Total</b>	<b>-</b>	<b>35,100</b>	<b>50,000</b>	<b>100,000</b>
<b>Capital Outlay</b>				
559000 Other Structures, Improvements	2,542	1,600	-	-
<b>Capital Outlay Total</b>	<b>2,542</b>	<b>1,600</b>	<b>-</b>	<b>-</b>
	<b>2,542</b>	<b>36,700</b>	<b>50,000</b>	<b>100,000</b>
<b>General Capital Fund Total</b>	<b>1,456,268</b>	<b>2,323,450</b>	<b>2,223,450</b>	<b>1,825,000</b>



# Debt Service Summary

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The City of Rocky Mount has general obligation bonds outstanding, used to finance the acquisition and construction of major capital facilities for the Enterprise Funds, which are budgeted within the Debt Service Fund. Additionally, the Debt Service Fund includes the city contribution to the Nash - Rocky Mount Board of Education. General Obligation Bonds are direct obligations of the City of Rocky Mount and pledge the full faith and credit of the City. These bonds generally are issues as 25-year serial bonds with equal amounts of principal maturing each year as follows:

**1998 Water and Sewer Refunding Bonds** due in annual installments of \$1,585,000 to 2,060,000; maturing through 2010; interest at 4.25 and 5.0%. \$5,535,000

The annual requirements to retire outstanding principal (\$5,535,000) and interest (\$541,125) on outstanding general obligation bonded indebtedness as of June 30, 2007, as follows:

Year Ending	<u>Bond</u>	Interest
	<u>Obligation</u>	
	Principal	
2008	1,875,000	267,375
2009	1,845,000	183,000
20010	1,815,000	90,750
	<b>\$5,535,000</b>	<b>\$541,125</b>

For the 8<sup>th</sup> consecutive year, the City maintained its A1 bond rating from Moody's Investor Services and A+ from Standard and Poor's Corporation. This bond rating is a clear indication of the sound financial condition of the City. This achievement is a primary factor in keeping interest costs low on the City's outstanding debt.

## **School Debt:**

During FY 1991-1992, the North Carolina General Assembly enacted legislation to provide for the merger and consolidation of the School Administrative Units in Nash County and the City of Rocky Mount. The legislation created the "Nash-Rocky Mount Board of Education" and became effective on July 1, 1992. The Board was given the responsibility to operate and administer all of the public schools in the Nash-Rocky Mount School Administrative Unit with funding originating from Edgecombe and Nash Counties and the City. The City was required to contribute \$5,000,000 in 10 equal installments of \$500,000 each beginning July 1, 1992. All payment under this portion of the arrangement has been paid.

# Debt Service Summary

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Concurrently, the City has also agreed to contribute an amount equal to the current appropriation per student differential occurring between Nash and Edgecombe Counties each year, indefinitely. The FY 07-08 budget includes \$429,185 for this payment in the Debt Service Fund.

## Computation of Legal Debt Margin As of June 30, 2005

### Assessed Valuations:

City of Rocky Mount Assessed Value	<u>\$3,068,079,978</u>
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### Legal Debt Margin <sup>(1)</sup>

Debt limitation - 8% of Assessed Value	<u>\$245,446,398</u>
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### Debt Applicable to Limitation

Total Outstanding Bonded Debt as of 6/30/2005	<u>\$7,450,000</u>
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### Less - Statutory Deductions <sup>(2), (3)</sup>

General Obligation Bonds for Water Purposes	\$3,210,656
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General Obligations Bonds for Sewer System Purposes	<u>\$4,239,344</u>
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Total - Statutory Deductions	<u>\$7,450,000</u>
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### Total Debt Applicable to Limitation

-

### Legal Debt Margin

\$245,446,398

(1) North Carolina General Statute 150-55 (c) limits the City's net debt to 8% of the appraised value of property subject to taxation within the City.

(2) North Carolina General Statute 159-55 (c) (2) exempts bonds issued for electric system and water system from inclusion in the calculation of legal debt margin.

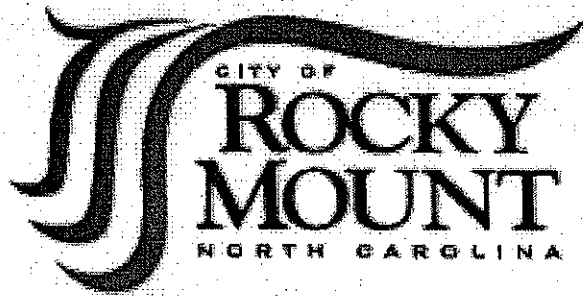
(3) North Carolina General Statute 159-55 (c) (3) exempts bonds issued for sanitary sewer system purposes from inclusion in the calculation of legal debt margin.



## Debt Service Fund

### Debt Service

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Fixed Charges &amp; Services</b>				
471062 Bond Principal-Water	840,373	825,289	825,289	808,650
471063 Bond Principal-Sewer	1,109,627	1,089,711	1,089,711	1,066,950
472062 Bond Interest-Water	188,517	151,541	151,541	128,090
472063 Bond Interest-Sewer	248,918	200,094	200,094	198,410
475000 Other Debt	875,293	1,193,133	1,193,133	429,185
<b>Fixed Charges &amp; Services Total</b>	<b>3,262,728</b>	<b>3,459,768</b>	<b>3,459,768</b>	<b>2,631,285</b>
	<b>3,262,728</b>	<b>3,459,768</b>	<b>3,459,768</b>	<b>2,631,285</b>



# **Emergency Telephone Fund**

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This fund is used to include the proceeds from the monthly 911 charge. This charge is imposed on each exchange access facility subscribed to by telephone and cellular subscribers whose exchange access lines are in the area served or which would be served by 911 services. These funds may be used to pay for:

- Lease, purchase, or maintenance of emergency telephone equipment, including necessary computer hardware, software and database provisioning, addressing and non-recurring costs of establishing a 911 system, and
- Rates associated with the service supplier's 911 service and other service supplier recurring charges.
- Funds are included to purchase a Reverse 911 system.

## Emergency Telephone Fund

### E-911 Maintenance

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Current Operating</b>				
429900 Supplies-Miscellaneous	-	25,000	25,000	25,000
435200 Repairs-Equipment	-	5,000	5,000	5,000
<b>Current Operating Total</b>	-	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
<b>Fixed Charges &amp; Services</b>				
444000 Maint & Service Contract	186,883	270,000	250,000	280,000
<b>Fixed Charges &amp; Services Total</b>	<b>186,883</b>	<b>270,000</b>	<b>250,000</b>	<b>280,000</b>
<b>Capital Outlay</b>				
552000 Computer Equipment	16,906	80,000	80,000	80,000
<b>Capital Outlay Total</b>	<b>16,906</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>
	<b>203,789</b>	<b>380,000</b>	<b>360,000</b>	<b>390,000</b>

# Canteen/Scholarship Fund

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This fund is used to account for transactions related to assets held by the city as an agency for individuals and other governmental units.

Projects budgeted include:

- Canteen expenses for City Facilities
- Police Training expenses
- Crime Prevention Donations
- Human Relation Program costs
- Fire Training expenses
- Fire Rescue House
- Scholarships
- Federal, State and Local Drug expenditures
- Down East Festival
- Project Graduation

## Canteen Fund

### Canteen

	FY 2005-06 Actual	FY 2006-07 Budget	FY 2006-07 Projected	FY 2007-08 Adopted
<b>Other Expenses</b>				
449503 Canteen-City Hall	2,233	5,221	2,700	5,900
449504 Canteen-Environmental Serv	100	470	-	730
449505 Canteen-Fire	-	3,900	-	3,900
449506 Canteen-Fleet	200	1,160	410	990
449508 Canteen-Parks & Rec	1,892	20,430	10,800	26,400
449509 Canteen-Pg&W	300	1,870	270	1,980
449510 Canteen-Sewer Plant	-	380	-	720
449511 Canteen-Streets	-	120	120	130
449514 Canteen-Crime Prevention	-	160	-	230
449515 Canteen-D.A.R.E.	7,707	16,764	5,900	20,820
449516 Canteen-Down East Festival	33,246	39,600	36,400	40,000
449517 Canteen-Recreation Scholar	-	-	-	11,000
449518 Canteen-Federal Drug Funds	8,584	184,054	9,600	201,800
449519 Canteen-State Drug Funds	54,239	205,700	55,000	145,000
449520 Canteen-Emp Emergency	1,000	970	980	1,000
449521 Canteen-Fire Education Hou	-	11,936	-	14,550
449522 Canteen-Fire Training	6,762	30,000	4,100	4,200
449523 Canteen-Greenway	-	5,850	-	5,850
449524 Canteen-Down East Football	7,575	17,960	8,900	18,000
449525 Canteen-Kings Dominion Tickets	32,918	32,558	31,800	-
449526 Canteen-Literacy Council	-	8,840	-	8,840
449528 Canteen-Martin Luther King	7,149	39,300	4,900	38,500
449529 Canteen-Mayors Comm Drug/A	-	130	-	130
449531 Canteen-Special Events	25,770	35,400	14,900	50,000
449534 Canteen-Schlrshp-Fireman G	-	11,750	-	12,300
449535 Canteen-Schlrshp-Fs Wilkin	10,565	13,300	3,050	500
449536 Canteen-Schlrshp-J Rooks	-	400	-	420
449537 Canteen-Schlrshp-J Sykes	1,844	19,100	1,100	19,200
449538 Canteen-Teen Club	-	170	-	180
449539 Canteen-Youth Sports	1,432	7,339	1,560	7,320
449540 Canteen-Veh Accidend Revie	-	2,200	-	2,800
449541 Canteen-Gas Association	-	1,800	-	1,830
449543 Canteen-KAB	1,075	3,600	2,700	4,700
449546 Canteen-Z Smith Reynolds	3,526	-	-	-
449547 Canteen-Youth Council	4,171	5,014	5,000	7,300
449548 Canteen-Fire Rescue House	1,888	6,700	2,170	3,900
449549 Canteen-Downtown Development	2,510	5,378	4,660	15,300
449550 Canteen-Friends Sports Complex	-	-	-	680
<b>Other Expenses Total</b>	<b>216,686</b>	<b>739,524</b>	<b>207,020</b>	<b>677,100</b>
	<b>216,686</b>	<b>739,524</b>	<b>207,020</b>	<b>677,100</b>

**Account Number** - the accounting designation for revenue and expenditure line items. The account number consists of a two-digit fund number, a four-digit division and a five-digit sub-account number. Example: II -4311-121 -00 General Fund Police/Administrative Services - Salaries and Wages.

**Ad Valorem Tax** - A tax based on the assessed value of real estate or personal property.

**Administrative Service Fee** - revenue paid to the General Fund by enterprise funds for administrative services provided such as payroll and purchasing.

**Annual Budget** - a budget covering a single fiscal year (July 1 - June 30).

**Appropriation** - an authorization made by the legislative body of a government, which permits officials to incur obligations to make expenditures of governmental resources. An appropriation is limited in amount and to the time when it may be expended.

**Assessed Value** - the value established for real or personal property as determined by the county tax assessor's office and used as the basis for levying property taxes.

**Assessment** - the process for determining values of real and personal property for taxation purposes.

**Balanced Budget** - a budget in which the estimated revenues equal the estimated expenditures.

**Bond** - a written promise to pay a specific amount of money within a specific time period, usually long-term. Bonds are typically issued to fund specific capital improvement expenditures.

**Budget** - a comprehensive financial plan, which includes estimated revenue and expenditures for a fiscal year. Most local governments have two types of budgets - the *operating* budget and the *capital improvement* budget. N.C. State Statutes mandate a balanced budget for cities.

**Budget Calendar** - schedule of key dates or milestones which the City follows in preparation and adoption of the annual budget. The budget calendar must comply with the General Statute requirements that a balanced budget be adopted by July 1 of each year.

**Budget Message** - a letter of transmittal for the proposed budget prepared by the City Manager and addressed to the governing board which addresses the important features of the budget, changes in programs or appropriation levels from previous years and the City Manager's recommendations.

**Budget Ordinance** - a schedule adopted by the City Council, which lists revenues by source, appropriations by department or fund, and levies taxes for the coming fiscal year.

**Capital Outlay** - an item expected to have a useful life of greater than one year or an estimated value of \$500 or more. Capital Outlay includes such purchases as heavy-duty equipment, vehicles, computers, or construction materials for small projects.

**Capital Improvement Program (CIP)** - a program which proposes the development, modernization or replacement of physical public projects over a multi-year period. The CIP arranges these projects sequentially based on priorities and assigns an estimated cost and method of financing each project.

**Capital Project** - a project expected to have a useful life greater than three years and an estimated total cost of \$30,000 or more. Capital projects include the construction, purchase or major renovation of buildings, utility systems, streets or other structures, purchase of land, major landscaping projects; and purchase of new motorized equipment.

**Challenge-Handshake Authentication Protocol (CHAP)** - an authentication scheme used by Point to Point Protocol (PPP) servers to validate the identity of remote clients.

**Community Development Block Grant (CDBG)** - A Federal domestic assistance grant administered by the US Department of Housing and Community Development (HUD) to develop viable urban communities by providing decent housing and a suitable living environment for persons of low and moderate income.

**Contingency** - an account in which funds are set aside for unforeseen expenditures which may become necessary during the year and which have not been provided for in the context of the annual operating budget.

**Debt Service** - payment of interest and repayment of principal to holders of a government's debt instruments (bonds and loans),

**Department** - a major administrative division of the City, which indicates overall management responsibility for an operation, or a group of related operations within a functional area.

**Division** - a unit, within a department, which participates in specific activities.

**Department of Transportation (DOT)** - State of North Carolina agency responsible for maintenance of roadways not directly the responsibility of the City.

**Encumbrances** - obligations in the form of purchase orders or contracts, which are chargeable to an appropriation and for which a part of the appropriation is reserved (they become expenditures when paid).

**Enterprise Fund** - a fund established to account for operations financed in a manner similar to private business enterprise. Fees are charged to the consumers (general public) of the service to completely or partially recover the expenses of the operation. The City of Rocky Mount has four enterprise funds: Electric, Gas, Water and Sewer.



# Glossary

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**Expenditure** - the payment of cash on the transfer of property or services for the purpose of acquiring an asset, service or settling a loss.

**Fiscal Year (FY)** - a twelve-month period of time to which the annual budget applies. The City of Rocky Mount's fiscal year begins July 1 and ends June 30 of the following calendar year as required by state law.

**Fixed Asset** - tangible property owned by the City having a monetary value of \$500 or greater and a useful life of one year or more.

**Focus Areas** - key elements from the Vision Statement for City of Rocky Mount which are grouped to formulate the following four focus areas which are discussed in the Focus Areas and Action Plans section of this budget:

- *Economic Development*
- *Building Relationships*
- *City Services, Organizations, and Infrastructure*
- *Neighborhoods*

**Forecast** - an estimate of revenue and expenses for the current fiscal year to be used to determine the expected balances at the end of the year.

**Fund** - an independent fiscal and accounting entity used to record the financial activity for a selected financial grouping. A fund is set up to carry out a special function or attain certain objectives in accordance with set laws and regulations.

**Fund Balance** - the excess of current assets over the current liabilities for each fund at the end of each fiscal year. A negative fund balance is called a deficit.

**General Fund** - used to account for the ordinary operations of the City, which are financed, from taxes, other general revenues, contributions, grants, transfers from other funds and reimbursements. Basic government services, such as police, fire, parks and street maintenance are accounted for in this fund.

**General Obligation Bonds** - a written promise to pay a specified sum of money at a specified date in the future together with periodic interest at a specific rate. It is an obligation of the local government entity guaranteed by the taxing ability of that government unit and usually requires voter approval.

**Geographic Information System (GIS)** - GIS is a computer-based technology that is used to automate, manipulate, analyze, and display geographic (spatial) data in digital form.

**GFOA** - Government Finance Officers Association; Government Finance Officers Association - professional association of state/provincial and local finance officers dedicated to the sound management of public funds.

**Grant** - a contribution of assets (usually cash) by a governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. They are usually designated for specific purposes.

**Infrastructure** - facilities on which the continuance and growth of a community depend, such as roads, water lines, plants, etc.

**Intergovernmental Revenues** - income received from other governments (state, federal, local), which can be in the form of grants, shared revenues, or entitlements

**Lease/purchase agreement** - a contract granting use of property or acquisition of equipment during a specified period of time in exchange for a specified amount with an option at the end of that period of time to buy the property.

**Levy** - the amount of tax, service charges and assessments imposed by a government.

**Life Safety/Emergency Management (LSEM)** – division within Fire Department charged with coordinating programs that encompass an overall plan to reduce life and property loss due to fire and emergency incidents through plan reviews, code enforcement, and educational programs.

**Line Items** - units of budgeted expense set up within each division used to classify expenditures by item or category and establish the permissible level of expenditure for that item.

**Modified accrual** - the accounting basis used by the City. Under this basis, expenditures are recognized when encumbered and revenues are recognized when they are collected.

**National Incident Management System (NIMS)** - provides a consistent nationwide template to establish Federal, State, tribal and local governments and private sector and nongovernmental organizations to work together effectively and efficiently to prepare for, prevent, respond to and recover from domestic incidents, regardless of cause, size or complexity, including acts of catastrophic terrorism. NIMS benefits include a unified approach to incident management; standard command and management structures; and emphasis on preparedness, mutual aid and resource management.

**Operating budget** - a plan of financial operation, which encompasses an estimate of proposed expenditures for the calendar year and the proposed means of financing them (revenues).

**Purchase Gas Adjustment (PGA)** – rate adjustment policy adopted by Council that enables the adjusting of the customer rate for natural gas usage to be adjusted monthly based on the wholesale purchase price incurred by the gas utility.

**Performance Measures** – Indicators of performance (i.e., outcome, efficiency, output, customer service, productivity).

**Proprietary Funds** - funds operated like a business and charging user fees. Enterprise Funds fall within this classification.

**Referendum** - the presentation of an issue to the voters of the City where a majority of voters decide on the issue.

**Revenue** - income received by the City from various sources used to finance government or enterprise operations. Examples of revenue include ad valorem taxes, permit fees, interest income and utility charges.

**Revenue Assumptions** – determinations of revenue trends made utilizing long-standing trends, typically required when minimal present information on revenue influences are available and a quantifiable future outlook is uncertain.

**Revenue Bonds** - when a government issues bonds, which do not pledge the full faith and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one specific revenue source from some future period.

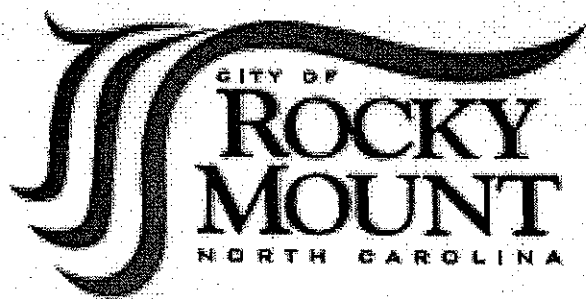
**Revenue Estimates** - a formal estimate of how much revenue will be earned from a specific revenue source from some future period.

**Tax Base** - the total assessed valuation of real property within the City limits.

**Tax Rate** - the amount of tax levied per \$ 1 00 assessed valuations.

**User Charges** - the payment of a fee for direct receipt of a public service by the person benefiting from the service such as inspection fees, recycling fees and utility reconnection fees. Can also be called user fees.

**Winter Assistance for Rocky Mount (WARM)** – assists low income customers in paying past due heating expenses. Eligibility is based on household income and an immediate need. The program is funded solely on donations from CRM utility customers, business, organizations, and anyone who would like to help.



CITY OF ROCKY MOUNT  
2007-08 BUDGET ORDINANCE

BE IT ORDAINED by the City Council of the City of Rocky Mount:

Section 1. It is estimated the following revenues will be available during the fiscal year beginning July 1, 2007 and ending June 30, 2008 to meet the subsequent appropriations according to the following schedules:

REVENUES

<b>A. GENERAL FUND:</b>	
Tax Revenue	\$ 17,901,000
Intergovernmental Revenues	14,976,900
Program Revenue	355,220
Licenses & Permits	1,039,000
Sales & Service	7,602,900
Investments	774,000
Miscellaneous	874,900
Transfers from Other Funds	3,238,350
Leases	2,003,000
Fund Balance	<u>1,600,000</u>
Total General Fund	\$ 50,365,270
<b>B. POWELL BILL FUND:</b>	
Intergovernmental Revenues	\$ 2,006,000
Investments	100,000
Miscellaneous	<u>25,000</u>
Total Powell Bill Fund	\$ 2,131,000
<b>C. E-911 FUND</b>	
Intergovernmental Revenue	\$ 355,000
Investments	<u>35,000</u>
Total E-911 Fund	\$ 390,000
<b>D. DEBT SERVICE FUND:</b>	
Transfers	<u>\$ 2,631,285</u>
Total Debt Service	\$ 2,631,285
<b>E. ELECTRIC FUND:</b>	
Sales and Services	\$ 80,860,000
Investments	332,665
Leases	1,111,000
Miscellaneous	<u>1,017,700</u>
Total Electric Fund	\$ 83,321,365
<b>F. GAS FUND:</b>	
Gas Sales and Services	\$ 29,285,000
Investments	235,000
Leases	205,000
Appropriation - Working Capital	<u>324,968</u>
Total Gas Fund	\$ 30,049,968
<b>G. WATER FUND:</b>	
Water Sales and Services	\$ 9,907,000
Investments	107,000
Miscellaneous	<u>92,872</u>

Fund Balance Appropriated	276,859
License and Permits	<u>70,000</u>
Total Water Fund	\$ 10,453,731
<b>H. SEWER FUND:</b>	
Sewer Services	\$ 11,004,000
Investments	70,000
Miscellaneous	414,636
License and Permits	20,000
Leases	<u>1,285,000</u>
Total Sewer Fund	\$ 12,793,636
<b>I. STORMWATER FUND:</b>	
Utility Sales	\$ 2,712,000
Investments	72,000
Interfund Transfer	300,000
Lease Proceeds	<u>357,000</u>
Total Stormwater Fund	\$ 3,411,000
<b>J. GENERAL CAPITAL PROJECTS FUND:</b>	
Tax Revenue	\$ 68,000
Intergovernmental	676,600
Sales & Service	262,400
Investments	2,000
Miscellaneous	376,000
Leases	<u>440,000</u>
Total General Capital Projects Fund	\$ 1,825,000

**TOTAL ALL FUNDS** **\$197,402,255**

**SECTION 2.** The following amounts are hereby appropriated for the operation of the city government and its activities for the fiscal year beginning July 1, 2007 and ending June 30, 2008 according to the following schedules:

**APPROPRIATIONS**

<b>A. GENERAL FUND:</b>	
Mayor and Council	\$ 1,446,034
City Clerk's Office	219,042
Community Services	769,030
City Manager's Office	806,281
Human Resources Department	1,457,607
Human Relations Department	299,036
Finance Department	1,330,123
Police Department	12,279,666
Fire Department	9,385,639
Public Works Department	11,290,720
Engineering Department	1,184,448
Planning & Development Department	1,656,468
Parks & Recreation Department	<u>8,241,176</u>
Total General Fund	\$ 50,365,270
<b>B. POWELL BILL FUND:</b>	
Street Improvements	\$ <u>2,131,000</u>
Total Powell Bill Fund	\$ 2,131,000
<b>C. E-911 FUND:</b>	
E-911 Center Maintenance/Services	\$ <u>390,000</u>
Total E-911 Fund	\$ 390,000

<b>D. DEBT SERVICE FUND:</b>	
Debt Redemption	\$ 2,631,285
Total Debt Service	\$ 2,631,285
<b>E. ELECTRIC FUND:</b>	
Electric System Operations	\$ 13,452,722
Purchased Power Cost	65,600,000
Communications Support	692,643
Transfer to Other Funds	1,500,000
Capital Projects	2,076,000
Total Electric Fund	\$ 83,321,365
<b>F. GAS FUND:</b>	
Natural Gas System Operations	\$ 4,749,968
Purchased Gas Cost	23,275,000
Transfer to Other Funds	1,125,000
Capital Projects	900,000
Total Gas Fund	\$ 30,049,968
<b>G. WATER FUND:</b>	
Water Treatment	\$ 6,547,659
Water Services	2,486,072
Transfer to Other Funds	475,000
Capital Projects	945,000
Total Water Fund	\$ 10,453,731
<b>H. SEWER FUND:</b>	
Sewage Treatment	\$ 7,791,050
Sewer Services	2,766,586
Capital Projects	2,236,000
Total Sewer Fund	\$ 12,793,636
<b>I. STORMWATER FUND</b>	
Administration	\$ 717,401
Stormwater Operations	2,073,599
Capital Projects	650,000
Total Stormwater Fund	\$ 3,441,000
<b>J. GENERAL CAPITAL PROJECTS FUND:</b>	
General Fund Projects	\$ 1,825,000
Total General Capital Projects Fund	\$ 1,825,000
<b>TOTAL ALL FUNDS</b>	<b><u>\$197,402,255</u></b>

**SECTION 3.** There are hereby levied the following rates of tax on each one hundred dollars (\$100) valuation of taxable property, as listed for taxes as of January 1, 2007 for the purpose of raising the revenue as set forth in Ad Valorem Tax Levy, General Fund, as set forth in the foregoing estimates of revenue, and in order to finance the foregoing appropriations:

General Fund (for the general expenses incident to the proper government of the City) -- \$0.55. Such rates of tax are based on an estimated total appraised value of property for purposes of taxation of \$3,266,000,000.

**SECTION 4.** There are hereby levied the following rates of tax on each one hundred dollars (\$100) valuation of taxable

property, as listed for taxes as of January 1, 2007 for the purpose of raising the revenue to finance improvements in Municipal Service District No. 1:

Special Tax (for the general expenses incident to the Municipal Service District No. 1) -- \$0.20. Such rates of tax are based on an estimated total appraised value of property for purposes of taxation of \$34,200,000.

SECTION 5. That the budget incorporates the authority of the Utilities to charge governmental services of the City of Rocky Mount cost based utility rates.

SECTION 6. That this budget is adopted in accordance to Section 6 of Administrative Policy III.3 with respect to Utility Fund Transfers.

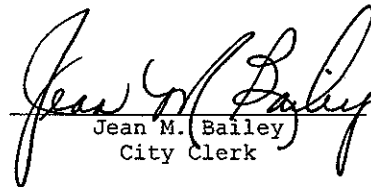
SECTION 7. That the Intergovernmental Service Fund for the Employee Health Insurance program has a financial plan with revenues of \$5,484,800 and expenditures of \$5,484,800.

SECTION 8. That the City Manager is authorized to transfer funds within the various funds but any transfer from one fund to another shall require approval of the City Council.

SECTION 9. That copies of this ordinance shall be furnished to the Director of Finance to be kept on file by her for her direction in the disbursement of City funds.

Introduced: 6-11-07

Adopted: 6-11-07

  
Jean M. Bailey  
City Clerk